

SHELLY HORTON JR
MAYOR



STEPHANIE SULLIVANT-COLLIER
CAO/TOWN CLERK

TOWN OF BENTON
LOUISIANA

PUBLIC HEARING

MINUTES

MAYOR AND BOARD OF ALDERMAN

TOWN OF BENTON

105 SIBLEY STREET, BENTON, BOSSIER PARISH, LOUISIANA

MONDAY, DECEMBER 12, 2022, 6:00 PM

The Town of Benton Council met in regular and legal session on the 12th day of December 2022, at 6:00 p.m., in the Benton Council Chambers, Benton Town Hall, Benton, Louisiana. The Mayor, Shelly Horton, called the Public Hearing to order. The invocation was given by Alderman Friday, and the pledge of allegiance was led by Alderman Cathcart. Mrs. Stephanie Collier, called the roll, with all members present as follows:

Alderman Jackie Carr - Present

Alderman Tiffany Manning - Present

Alderman Ron Jones - Present

Alderman James Friday - Present

Alderman Wayne Cathcart -Present

Others present were Attorney Neil Erwin, Chief Collier, and members of the public.

Motion was made by Alderman Friday, seconded by Alderman Jones to approve the Public Hearing agenda. The mayor called for public comments. There being none, motion carried with the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

105 Sibley Street / P O Box 1390
Benton, Louisiana 71006
(318) 965-2781 / (318)965-2577 fax
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Mayor Horton called for any comments or questions on Ordinance 580 of 2022.

AN ORDINANCE TO AMEND THE TOWN OF BENTON CODE OF ORIDNANCE CHAPTER 130, ARTICLE VII SECTION 130-180

WHEREAS, Benton Parish Metropolitan Planning Commission has made a recommendation for the approval of the application made by Ryan Estes, Raley and Associates, requesting a change of zoning classification of a tract of land being 5.683 acres, more or less, from R-A (Residential Agriculture District) to R-1 (One-family Residence District) located in Section 20, Township 20 North, rage 20 West, for proposed residential subdivision, North Benton Heights (north of Palmetto Place Apartments)(Council District 1).

BE IT ORDAINED BY the Board of Aldermen of the Town of Benton, in legal session convened, that the Town of Benton Zoning code Chapter 130, Article VII, Section 130-180, be hereby amended by changing the zoning classification from a R-A to a R-1 on the tract of land located in Section 20, Township 20 North, rage 20 West, for proposed residential subdivision, North Benton Heights (north of Palmetto Place Apartments)(Council District 1).

Mr. Ryan Estess was present to answer any questions. Carlotta Brown spoke about the waiver on the subdivision not having sidewalks and that she opposed that waiver.

Mayor Horton called for any comments or questions on Ordinance 581 of 2022.

AN ORDINANCE AMENDING ORDINANCE 575 OF 2021 THE FINANCIAL BUDGET FOR THE FISCAL YEAR 2022 FOR THE TOWN OF BENTON, LOUISIANA IN ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

BE IT ORDAINED the Board of Alderman of the Town of Benton, Louisiana, enacted Ordinance 575 of 2021 on December 13, 2021 adopting the 2022 General Fund, Water Sewer Enterprise Fund, and 1978 Sales Tax Fund budgets, and

WHEREAS, the Board of Alderman does hereby desire to amend the 2022 General Fund budget by the following changes;

Revenues:	General Revenues	From: (2,149,570.00)	To: (1,718,567.00)
Expenses:	Administrative	From: 238,980.00	To: 235,248.00
	Mayor	From: 44,160.00	To: 43,119.00
	Council	From; 27,150.00	To: 27,127.00
	Chief of Police	From: 82,150.00	To: 76,223.00
	Police Department	From: 770,000.00	To: 741,316.00
	Streets	From: 391,000.00	To: 168,021.00

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Maintenance	From: 104,000.00	To: 88,468.00
Parks & Recreation	From: 10,500.00	To: 36,896.00
Benton MPC	From: 46,988.00	To: 47,685.00
<hr/>		
Total Expenses	From: 1,714,928.00	To: 1,464,103.00
<hr/>		
Net (Profit) / Loss	From: (433,642.00)	To: (254,464.00)

WHEREAS the Board of Alderman does hereby desire to amend the 2022 1978 Sales Tax Fund by the following changes;

Revenues:	1978 Sales Tax	From: (880,000.00)	To: (997,913.00)
	Interest Income	From: (500.00)	To: (685.00)
Expenses:	Transfer to General Fund	From: 414,000.00	To: 153,802.00
	Transfer to Water Sewer	From: 0.00	To: 117,450.00
<hr/>			
	Net (Profit) / Loss	From: (466,500.00)	To: (727,346.00)

WHEREAS, the Board of Aldermen of the Town of Benton, Louisiana, finds and determines that the General Fund and 1978 Sales Tax Fund amendments comply with all requirements set forth in the State of Louisiana Local Government Budget Act R.S. 39:1301 – 1315

No Comments were made

Mayor Horton called for any comments or questions on Ordinance 582 of 2022.

AN ORDINANCE ADOPTING THE 2023 BUDGETS FOR REVENUES AND EXPENDITURES OF THE TOWN OF BENTON’S GENERAL FUND, WATER SEWER ENTERPRISE FUND, 1978 SALES TAX FUND, AND THE AMERICAN RESCUE PLAN ACT FUNDS BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023; AND TO PROVIDE FOR RELATED MATTERS.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF BENTON, BOSSIER PARISH, LOUISIANA IN REGULAR SESSION CONVENED THAT:

SECTION 1. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the General Fund FY 2023:

General Fund Revenues	<u>\$(2,741,796.00)</u>
General Administrative Expenses	\$ 370,136.00
Mayor Expenses	\$ 43,400.00

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Council Expenses	\$ 27,500.00
Chief of Police	\$ 80,900.00
Police Expenses	\$ 758,500.00
Street Expenses	\$ 930,000.00
Maintenance Expenses	\$ 82,630.00
Parks and Recreation Expenses	\$ 280,020.00
Benton Parish MPC	<u>\$ 73,551.00</u>
Total General Fund Expenses	\$2,646,637.00
Net (Profit) / Loss	\$ (95,159.00)
Beginning Fund Balance	\$(2,170,070.00)
Ending Fund Balance	\$(2,265,228.00)

SECTION 2. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the Water Sewer FY 2023:

General Administrative Revenues	\$ (204,550.00)
In Water Revenues	\$ (638,973.00)
Out Water Revenue	\$ (1,151,000.00)
In Sewer Revenue	\$ (1,096,350.00)
Out Sewer Revenue	\$ (565,000.00)
<u>Solid Waste Revenue</u>	<u>\$ (184,500.00)</u>
Total Revenues	\$ (3,840,373.00)
General Administrative Expenses	\$ 788,834.00
In Water Expenses	\$ 414,175.00
Out Water Expenses	\$ 941,307.00
In Sewer Expenses	\$ 991,025.00
Out Sewer Expenses	\$ 250,675.00
<u>Solid Waste Expenses</u>	<u>\$ 150,000.00</u>
Total Expenses	\$ 3,536,016.00
Net (Profit)/ Loss	\$ (304,357.00)
Beginning Fund Balance	\$(10,214,228.00)
Ending Fund Balance	\$(10,518,585.00)

SECTION 3. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the 1978 Sales Tax Fund FY 2023:

Revenues	\$(998,700.00)
Expenditure General Fund	\$ 880,150.00
Expenditures Water Sewer	\$ 118,550.00
Net (Profit) / Loss	\$ 0.00

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Beginning Fund Balance	\$(3,318,340.00)
Ending Fund Balance	\$(3,318,340.00)

SECTION 4. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the America Rescue Plan Act funds FY 2023:

ARPA Revenues	\$770,387.22
Expenses for Water Sewer	\$150,000.00
Expenses for General Fund Town	\$235,193.61
Expenses for General Fund Police	\$385,193.61
Total Expenses	\$770,387.22
Net Profit / Loss	\$ 0.00

BE IT FURTHER ORDAINED the Board of Aldermen of the Town of Benton, Louisiana, finds and determines that this budget complies with all requirements set forth in the State of Louisiana Local Government Budget Act R.S. 39:1301 – 1315

No Comments were made

Motion was made by Alderman Carr, seconded by Alderman Cathcart to adjourn the Public Hearing. The mayor called for public comments. There being none, motion carried with the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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**REGULAR SESSION
MINUTES
MAYOR AND BOARD OF ALDERMAN
TOWN OF BENTON
105 SIBLEY STREET, BENTON, BOSSIER PARISH, LOUISIANA
MONDAY, DECEMBER 12, 2022, 6:00 PM**

The Town of Benton Council met in regular and legal session on the 12th day of December 2022, at 6:00 p.m., in the Benton Council Chambers, Benton Town Hall, Benton, Louisiana. The Mayor, Shelly Horton, called the Regular Session to order with all members present as follows:

Alderman Jackie Carr - Present
Alderman Tiffany Manning - Present
Alderman Ron Jones - Present
Alderman James Friday - Present
Alderman Wayne Cathcart -Present

Others present were Attorney Neil Erwin, Chief Collier, and members of the public.

Motion was made by Alderman Cathcart, seconded by Alderman Manning to amend the agenda by adding the appointment of a Benton-Parish MPC Board member, as item No. 1 and shifting all other items down one space. The mayor called for public comments. There being none, motion carried with the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

Mayor Horton called for a motion to approve the agenda as amended. A motion by Alderman Carr seconded by Alderman Friday to approve the agenda as amended. The mayor called for public comments. There being none, motion was carried with the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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Mayor Horton called for a motion to approve the minutes of the November meeting. A motion by Alderman Friday seconded by Alderman Carr to approve the minutes of the November meeting. The mayor called for public comments. There being none, motion was carried with the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

OLD BUSINESS

Ordinance 580 of 2022 application made by Ryan Estess, Raley & Associates, requesting a change a Zoning Amendment to change the zoning classification of a tract of land being 5.683 acres, more or less, from R-A (Residential Agriculture District) to R-1 (One-family Residence District) located in Section 20, Township 20 North, range 20 West, for proposed residential subdivision, North Benton Heights (north and south of Palmetto Place Apartments)(Council District 1)

AN ORDINANCE TO AMEND THE TOWN OF BENTON CODE OF ORDINANCE CHAPTER 130, ARTICLE VII SECTION 130-180

A motion by Alderman Carr seconded by Alderman Manning to adopt Ordinance 580 of 2022. The mayor called for public comments. There being none, motion was carried with the following votes recorded.

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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Ordinance 581 of 2022

AN ORDINANCE AMENDING ORDINANCE 575 OF 2021 THE FINANCIAL BUDGET FOR THE FISCAL YEAR 2022 FOR THE TOWN OF BENTON, LOUISIANA IN ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

A motion by Alderman Friday seconded by Alderman Manning to adopt Ordinance 581 of 2022. The mayor called for public comments. There being none, motion was carried with the following votes recorded.

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

Ordinance 582 of 2022

AN ORDINANCE ADOPTING THE FINANCIAL BUDGETS FOR THE FISCAL YEAR 2023 FOR THE TOWN OF BENTON, LOUISIANA IN ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

A motion by Alderman Friday seconded by Alderman Carr to adopt Ordinance 582 of 2022. The mayor called for public comments. There being none, motion was carried with the following votes recorded.

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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NEW BUSINESS

Mayor Horton explained that a member resigned causing a vacancy on the Benton Parish MPC Board. We have a Mr. Jerry Knuckles, a retired from Bossier Fire Department and well know in the community, he has offered to be appointed to the MPS Board.

Mayor Horton called for a motion. A motion by Alderman Cathcart seconded by Alderman Manning to appoint Mr. Knuckles to the Benton Parish MPC Board. The mayor called for public comments. Mr. Knuckles, 1844 Linton Rd, stated that he will be happy to serve on the board if appointed. There being no more comments, motion was carried with the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

RESOLUTION NO. 15 OF 2022

RESOLUTION APPROVING FINAL PLAT PRE-CONSTRUCTION LAYOUT OF CHANCE PROPERTIEDS LLC, BENTON BUSINESS SUITES IN THE TOWN OF BENTON, LOUISIANA

WHEREAS the Benton-Parish Metropolitan Planning Commission (the "MPC") conducted a public hearing on December 5, 2022, for consideration of the Final Plat Pre-Construction Layout of Chance Properties LLC for Benton Business Suites, 1.939 acres, located in Section 31, Township 20 North, Range 13 West Bossier Parish, Louisiana. (Council District 5)(Police Jury District 3)

WHEREAS, the application packet contains an agreement adjusting the number of off street parking spaces and the placement of lighting to avoid spillover into adjacent property; and

WHEREAS, the MPC recognizes that Town of Benton department heads and staff are working with the developer of the proposed subdivision to insure compliance with Town codes and requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF BENTON, LOUISIANA:

1. The Final Plat Pre-Construction Layout of Chance Properties LLC for Benton Business

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Suites, as submitted, be approved, conditioned upon compliance with the agreed number of parking spaces, lighting placement, and compliance with the zoning requirements of B-2 (Neighborhood Business District).

2. Before construction may begin, the developer shall submit construction plans and contracts to the Town Engineer for review to ensure that the subdivision will be in conformance with Town requirements and for calculation of development fees.
3. The developer shall not commence construction until the construction plans have been approved by the Town Engineer.
4. No lots may be sold, and no building permits shall be issued until the final plat is signed by the MPC representative and the mayor and recorded with the Bossier Parish Clerk of Court.
5. The mayor is authorized to sign the Final Plat accepting the dedication upon satisfactory completion of the development, pursuant to Sec. 125-47 of the Benton Code of Ordinances.

This Resolution shall become effective upon final adoption and signature of the mayor. Said Resolution having been read and considered by a quorum of the Board Consider Resolution 15 of 2022:

The mayor called for a motion to adopt Resolution 15 of 2022. A motion made by Alderman Manning seconded by Alderman Jones to adopt Resolution 15 of 2022. The mayor called for Public Comments. Mr. Chance briefly updated council on the future development of office buildings and that few changes were made concerning the entrance and number of parking spaces. There being no more comments, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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RESOLUTION 16 OF 2022:

RESOLUTION APPROVING FINAL PLAT PRE-CONSTRUCTION LAYOUT
OF NORTH BENTON HEIGHTS SUBDIVISION UNIT 1 IN THE TOWN OF
BENTON, LOUISIANA

RESOLUTION APPROVING MASTER PLAT FOR NORTH BENTON HEIGHTS SUBDIVISION
UNIT No. 1 IN THE TOWN OF BENTON, LOUISIANA

WHEREAS the Benton-Parish Metropolitan Planning Commission (the “MPC”) conducted a public hearing on November 7, 2022, for consideration of the Master Plat for North Benton Heights Subdivision Unit 1, being 5.683 acres, located in Section 20, Township 20 North, Range 13 West Bossier Parish, Louisiana. (Council District 1) (Police Jury District 3)

WHEREAS Unit No. 1, being 5.683 acres, will include 21 buildable lots. Proposed lots sizes being 60 X 130 +/-.

WHEREAS the MPC recognizes that Town of Benton department heads and staff are working with the developer of the proposed subdivision to insure compliance with Town codes and requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF BENTON, LOUISIANA:

§1. The Master Plat of North Benton Heights Subdivision Unit 1, as submitted, be approved, conditioned upon compliance with the agreed zoning requirements of R-1 (One-family residence district).

§2. Before construction may begin, the developer shall submit construction plans and contracts to the Town Engineer for review to ensure that the subdivision will be in conformance with Town requirements and for calculation of development fees.

§3. The developer shall not commence construction until the construction plans have been approved by the Town Engineer.

§4. No lots may be sold and no building permits shall be issued until the final plat has been approved and is signed by the MPC representative and the Mayor and recorded with the Bossier Parish Clerk of Court.

The Mayor is authorized to sign the Master Plat accepting the dedication upon satisfactory completion of the development, pursuant to Sec. 125-47 of the Benton Code of Ordinances. This Resolution shall become effective upon final adoption and signature of the Mayor.

The mayor called for a motion to adopt Resolution 16 of 2022. A motion made by Alderman Cathcart seconded by Alderman Carr to adopt Resolution 16 of 2022. The mayor called for Public Comments. Mr. Estes stated that he is representing the owners if anyone has any questions. Carlotta Brown, MPC Director, stated that there are a few waivers concerning this development. One of which is the waiver

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of requirements of sidewalks and that she did not agree with this but there will be no required construction of sidewalks. Also, there are some changes to street lighting since there is electrical poles already established on the property. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

Chief Steve Collier requested approval for the promotion of Officer Jessie Crow to Detective. Chief Collier stated that officer Crow has been completed some in reputable educational courses and is scheduled for more training. Chief Collier discussed that he is replace in the position left vacant from the resignation of Officer Benfield. He stated that there has been an increase in calls that are cases that require extensive investigation and with Officer Faulk as the day shift Detective and Crow will be the evening shift Detective, he has coverage for both shifts. Alderman Cathcart asked officer Crow how many years he had been a commissioned officer. Officer Crow responded, four years of service with the Homer Police Department.

Mayor Horton called for a motion. A motion was made by Alderman Friday seconded by Alderman Manning to approve the promotion of Officer Crow to detective. Mayor Horton called for public comments. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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Mayor Horton stated that one item needed to be removed from the list of items to be declared salvage. The 2002 Ford Taurus, it is being used by Mr. Crouch for Property Standards. Consider declaration as salvage of items listed to be sold by sealed bids in January 2023:

2007 Crown Victoria / Auto	#51927
2005 Crown Victoria / Auto	#46816
2002 Ford Taurus / Auto	#32328
Billy Goat / Commercial Equ.	#12106
Ambulance / Auto	#60344

Mayor Horton called for a motion to approve the items as salvage. A motion was made by Alderman Cathcart seconded by Alderman Manning to declare the items listed as salvage. Mayor Horton called for public comments. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

Mayor Horton called for comments on the YTD budget and the monthly financials. Alderman Manning asked a question about Chinetta Neal being a contract labor. Mayor Horton explained that her personal life has cause her to take some time and she was moved to a contract labor and no longer an employee. Mayor Horton called for a motion to approve the YTD budget and monthly financials. A motion made by Alderman Friday seconded by Alderman Manning to approve the YTD budgets and monthly financials. Mayor Horton called for public comments. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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Mayor Horton stated that Executive Session is needed concerning the Palmetto Sewer backup. A motion made by Alderman Friday seconded by Alderman Carr to enter Executive Session. Mayor Horton called for public comments. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

Members of the public were asked to exit the council chambers until the executive session has been concluded.

A motion by Alderman Friday seconded by Alderman Manning to adjourn the Executive Session. Mayor Horton called for public comments. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

Members of the public were invited to come back into the Council Chambers.

A motion by Alderman Cathcart seconded by Alderman Carr to adjourn the Regular Session meeting. Mayor Horton called for public comments. There being none, motion was carried by the following votes recorded:

YEAS: Alderman Carr, Alderman Manning, Alderman Jones, Alderman Friday, and Alderman Cathcart.

NAYS: None

ABSTAIN: None

ABSENT: None

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