

**Minden City Council**  
**REGULAR SESSION**



**Monday, June 3, 2024 – 6:00 p.m.**  
**City Hall – Council Chambers**

---

**AGENDA ITEMS**

**Prayer: Michael Roy**  
**Pledge: Andy Pendergrass**

**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 the Minden City Council Regular Session held on May 6, 2024**
- (2) Condemned Property – 518 Constable Street – Fountain of Praise United Worship Center**
- (3) Adopt Resolution – Regarding a Lease Purchase Agreement for the Purpose of Financing a Dump Truck**
- (4) Authority for Mayor Cox to Enter into a Maintenance Agreement Including Mowing and Litter Pickup between the City of Minden and the State of Louisiana Department of Transportation and Development Office of Engineering**
- (5) Authority for Mayor Cox to Enter into a Cooperative Endeavor Agreement with the Cotton Valley Police Department for the Donation of Chevrolet Tahoes**
- (6) Personnel – Minden Police Department Promotion**
- (7) Budget/Financial Report for April 2024**
- (8) Fire Report for May 2024**
- (9) Police Report for April 2024**

---

**Announcements – Council Comments – Adjournment**

---

# Minden City Council

## Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers

---



### Agenda Fact Sheet

#### Agenda Item:

( 1 ) Adopt Minutes of Minden City Council Regular Session held on May 6, 2024

#### Discussion:

See attached.

#### Suggested Wording of Motion:

“I move to adopt the minutes of the Minden City Council Regular Session held on May 6, 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 MAY 6, 2024

The Minden City Council met at City Hall in Minden, Louisiana, beginning at 5:00 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 Levon Thomas and the Pledge of Allegiance was led by Latasha Mitchell. It is noted for the record that Mayor Cox allowed both council and public comments prior to every vote.

Carlton Myles moved to amend the printed agenda to remove Item (14) Condemned Property – 604 Lee Street – Rosa Jackson. The motion was duly seconded by Levon Thomas and carried unanimously. Abstention(s): None. Absence(s): None.

Andy Pendergrass moved to adopt the minutes of the Minden City Council Regular Session held on April 2, 2024, as presented. The motion was duly seconded by Latasha Mitchell and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Latasha Mitchell moved to adopt the minutes of the Minden City Council Special Session held on April 18, 2024, 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 Andy Pendergrass, the council unanimously accepted the 2022-2023 audit for the fiscal year ending September 30, 2023, as presented by the accounting firm of Allen, Green & Williamson, LLP. Abstention(s): None. Absence(s): None.

Carlton Myles moved to appoint Claudine Thomas to the Minden Main Street Program/Downtown Development Commission to fill the vacant term, as presented. The motion was duly seconded by Andy Pendergrass and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Andy Pendergrass moved to adopt Ordinance No. 1143 – An Ordinance Establishing “No Thru Truck Traffic” Signs on Country Club Circle between its Intersections with Lewisville Road and Homer Road; Providing for the Installation of “No Thru Truck Traffic” Signs with Reflectors; and Providing Penalties for the Violation Thereof, 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 Latasha Mitchell and duly seconded by Michael Roy, the council unanimously adopted Ordinance No. 1144 – An Ordinance to Provide for Sale of Adjudicated Properties; and, Further Providing Respect Thereto, as presented. Abstention(s): None. Absence(s): None.

Carlton Myles moved to authorize Mayor Cox to enter into a Cooperative Agreement between the City of Minden and E&P Consulting Services, LLC for the City of Minden Adjudicated Property Program, as presented. The motion was duly seconded by Latasha Mitchell and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Michael Roy moved to authorize the City Clerk to advertise for bids for the Perimeter Fence at the Minden Airport, as presented. The motion was duly seconded by Latasha Mitchell and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Upon motion by Andy Pendergrass and duly seconded by Carlton Myles, the council unanimously awarded Bid No. 03-2024 – Branded Unleaded Gasoline & Diesel Fuel to the lowest qualified bidder meeting all requirements, Waller Petroleum, LLC. Abstention(s): None. Absence(s): None.

Michael Roy moved to confirm Zane Crittenden as a full-time police officer in the Minden Police Department, subject to passing all applicable tests. The motion was duly seconded by Andy Pendergrass and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

City Clerk Melaney Langford presented the Budget/Financial Report for the month of March 2024. No motion was required.

The Police Report for the month of March 2024 was unanimously accepted, as presented, by motion of Andy Pendergrass and second by Michael Roy. Abstention(s): None. Absence(s): None.

Mayor Cox and the Minden City Council recognized Team Power of GYM 4:13 for its achievement in being named Division National All-Star Champions by the National Cheerleaders Association on March 1, 2024.

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

\_\_\_\_\_  
Nick Cox, Mayor

ATTEST:

\_\_\_\_\_  
Melaney Langford, City Clerk

(48) 05-06-2024

**Minden City Council**  
**Regular Session**  
**Monday, June 3, 2024**  
**Minden City Hall – Council Chambers**

---



**Agenda Fact Sheet**

**Agenda Item:**

(2) Condemned Property – 518 Constable Street

**Discussion:**

See attached.

**Suggested Wording of Motion:**

- (A) “I move to authorize Mayor Cox to appoint a curator in this matter.”
- (B) “I move to authorize Mayor Cox to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within \_\_\_\_\_ days of this date.”

---

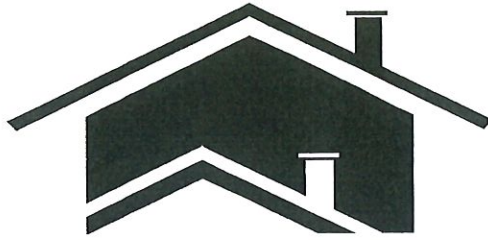
**Fountain of Praise United Worship Center – 518 Constable Street – District C**

The Building Official recommends Motion (A): “I move to authorize Mayor Cox to appoint a curator in this matter.”

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

AYE(S): \_\_\_\_\_ NAY(S): \_\_\_\_\_

ABSENCE(S): \_\_\_\_\_ ABSTENTION(S): \_\_\_\_\_



**CITY OF MINDEN**  
**BUILDING AND INSPECTION**  
P. O. Box 580, Minden, LA 71058-0580  
Phone 318/371-4215 - Fax 318/371-4264

---

May 31, 2024

**518 Constable St. – Fountain of Praise United Worship Center**

**District C**

**Building Official's Recommendation:** Authorize the Mayor to appoint a curator to represent the property owner.



# city of Minden

Nick Cox, Mayor  
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

May 6, 2024

*CERTIFIED MAIL 7021 0950 0000 8782 6782*

Fountain of Praise United Worship Center  
1211 Parkwood St.  
Arcadia, LA 71001

To whom it may concern:

In accordance with R.S. 33:4762, you are hereby notified that the Building Official for the City of Minden has submitted a written report recommending the demolition and removal of the building(s) or structure(s) owned by you and situated on the following described property, to-wit:

**Legal Description: LOT FRONTING 95.2 FT. ON MARSHALL ST. X 145 FT. ON CONSTABLE ST., BEING OUT OF LOTS #1 & 2, BLK. "J", JUSTICE HTS. ADDN., & LOT FRONTING 155.3 FT. ON MARSHALL ST. X 142.25 FT. ON CONSTABLE ST. OUT OF LOTS #6, 7 & 8, BLK. "K", JUSTICE HTS. ADDN.**

The above property has the municipal address of **518 Constable Street.**

**Property Owner: Fountain of Praise United Worship Center  
1211 Parkwood St.  
Arcadia, LA 71001**

You are further notified to show just cause at the City Council meeting on the **3<sup>rd</sup> day of June, 2024, at 6:00 p.m.** why the building(s) or structure(s) located on the above described property should not be condemned.

Yours truly,

Mayor Nick Cox  
City of Minden

cc: Building Official  
City Council  
City Attorney



U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

7021 0950 0000 6782 6782

Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage and Fees	\$

Postmark  
Here

Sent To Fountain of Praise United Worship Center  
Street and Apt. No., or PO Box No. 1211 Parkwood St.  
City, State, ZIP+4® Arcadia, LA 71001

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

ALERT: SEVERE WEATHER IN THE SOUTH, SOUTHEAST, CENTRAL, NORTHERN MID-ATLANTI...



FAQs >

Tracking Number:

Remove X

70210950000087826782

Copy

Add to Informed Delivery (<https://informedelivery.usps.com/>)

### Latest Update

Your item could not be delivered on May 24, 2024 at 8:44 am in ARCADIA, LA 71001. It was held for the required number of days and is being returned to the sender.

### Get More Out of USPS Tracking:

USPS Tracking Plus®

Feedback

#### Alert

##### Unclaimed/Being Returned to Sender

ARCADIA, LA 71001  
May 24, 2024, 8:44 am

##### Reminder to Schedule Redelivery of your item

May 15, 2024

##### Notice Left (No Authorized Recipient Available)

ARCADIA, LA 71001  
May 9, 2024, 3:38 pm

##### Out for Delivery

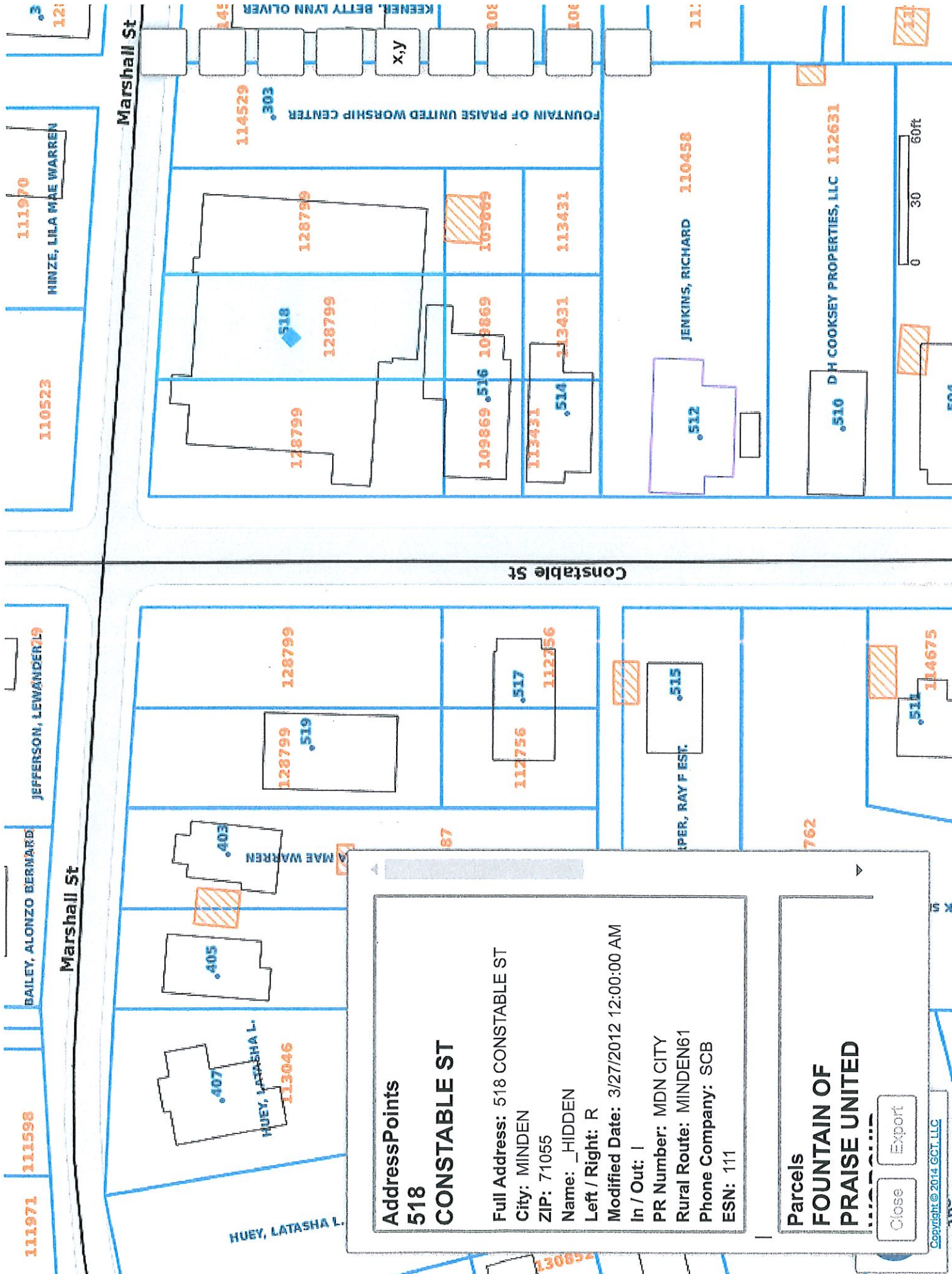
ARCADIA, LA 71001  
May 9, 2024, 8:18 am

##### Arrived at Post Office

ARCADIA, LA 71001  
May 9, 2024, 8:07 am



518 Constable St. 5/31/24



**AddressPoints**

**518**  
**CONSTABLE ST**

Full Address: 518 CONSTABLE ST  
 City: MINDEN  
 ZIP: 71055  
 Name: \_HIDDEN  
 Left / Right: R  
 Modified Date: 3/27/2012 12:00:00 AM  
 In / Out: I  
 PR Number: MDN CITY  
 Rural Route: MINDEN61  
 Phone Company: SCB  
 ESN: 111

**Parcels**  
**FOUNTAIN OF PRAISE UNITED**

Close Export

## Webster Parish Assessor 2024 Assessment Listing

**Parcel#**

128799

View on Map ([https://atlas.geoportalmaps.com/webster\\_public/q/Parcel?ASSESSNUM=128799](https://atlas.geoportalmaps.com/webster_public/q/Parcel?ASSESSNUM=128799))**Primary Owner**

FOUNTAIN OF PRAISE UNITED WORSHIP CENTER

**Mailing Address**1211 PARKWOOD ST  
ARCADIA LA 71001**Ward**

1-MN

**Type**

EXEMPT

**Legal**

LOT FRONTING 95.2 FT. ON MARSHALL ST. X 145 FT. ON CONSTABLE ST., BEING OUT OF LOTS #1 & 2, BLK. "J", JUSTICE HTS. ADDN., & LOT FRONTING 155.3 FT. ON MARSHALL ST. X 142.25 FT. ON CONSTABLE ST. OUT OF LOTS #6, 7 & 8, BLK. "K", JUSTICE HTS. ADDN.

**Physical Address**

518 CONSTABLE ST

**Parcel Items**

Property Class	Assessed Value	Market Value	Units	Homestead
CITY LOTS	160	1,600	1.00	160
CITY RESIDENCE	880	8,800	1.00	880
CITY LOTS	340	3,400	1.00	340
CITY BLDG.	19,850	132,333	1.00	19,850
<b>TOTAL</b>	<b>21,230</b>	<b>146,133</b>	<b>4.00</b>	<b>21,230</b>

**Deeds**

Deed#	Type	Date	Amount	Book	Page
530110	CORRECTION	12/12/2011	0	1130	137
525076	CASH SALE, MARKET	3/3/2011	165,000	1118	679

**Ownership History**

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	FOUNTAIN OF PRAISE UNITED WORSHIP CENTER	YES	100.0000	100.0000	3/2011		
NO	PARKWAY BAPTIST CHURCH OF OF MINDEN, THE	YES	100.0000	100.0000	2/13/2006	3/2011	

**BUILDING MAINTENANCE INSPECTION REPORT  
CITY OF MINDEN**

Date 4/30/2024

Address 518 Constable Zone R-2

Owner Fountian of Praise United Worship Center Agent \_\_\_\_\_

Owner's Address 1211 Parkwood St Arcadia, LA Phone # \_\_\_\_\_

Type Occupancy Commercial/ Assembly No. of Occ. Units 1

	Need Major Repair	Need Minor Repair	Need To Be Installed	Need To Be Increased	Remarks
Electric Service	X				
Plumbing Drainage System	X				
Foundation Walls & Piers	X				
Unexcavated Area Vent/Drainage					
Exterior Walls & Columns	X				
Roof Rafters & Sheathing	X				
Roofing Material & Flashing	X				
Means of Egress	X				
Garbage & Rubbish Storage	X				
Room Sizes					
Ceiling Heights	X				
Ceiling Joist	X				
Partitions	X				
Doors & Hardware, Ext. & Int.	X				
Privacy of Bath & Bedrooms					
Window Openable Areas/Clearances					Structure Fire in 2023
Window Sash & Screens	X				Total Lose (Suspected Arson)
Window Frames	X				
Floor Framing & Flooring	X				
Interior Stairs	X				
Electric Panel	X				
Electric Lights & Switches	X				
Electric Convenience Outlets	X				
Mechanical Ventilation	X				
Heating Equipment	X				
Gas Piping	X				
Plumbing Fixtures	X				
Hot & Cold Water Dist. System	X				
Water Heater	X				
Free of Infestations	X				

Condition of Building Indicates:  Conserve  Rehabilitate  Demolish

  
\_\_\_\_\_  
Building Official

# Minden City Council Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers

---



## Agenda Fact Sheet

### Agenda Item:

- (3) Adopt Resolution – Regarding a Lease Purchase Agreement for the Purpose of Financing a Dump Truck

### Discussion:

See attached.

### Suggested Wording of Motion:

“I move to adopt a Resolution Regarding a Lease Purchase Agreement for the Purpose of Financing a Dump Truck, as presented.”

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

AYE(S): \_\_\_\_\_ NAY(S): \_\_\_\_\_

ABSENCE(S): \_\_\_\_\_ ABSTENTION(S): \_\_\_\_\_

RESOLUTION

A RESOLUTION REGARDING A LEASE PURCHASE AGREEMENT  
FOR THE PURPOSE OF FINANCING  
A DUMP TRUCK

WHEREAS, City of Minden desires to enter into that certain Lease Purchase Agreement by and between the City of Minden and Government Capital Corporation, for the purpose of financing a "Dump Truck." The City desires to designate this Agreement as a "qualified tax exempt obligation" of the City for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended. The City desires to designate Nick Cox, Mayor, as an authorized signer of the Agreement.

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

Section 1.

That the City of Minden enters into a Lease Purchase Agreement with Government Capital Corporation for the purpose of financing a "Dump Truck".

Section 2.

That the Lease Purchase Agreement by and between the City of Minden and Government Capital Corporation is designated by the City as a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3.

That the City of Minden designates Nick Cox, Mayor, as an authorized signer of the Lease Purchase Agreement by and between the City of Minden and Government Capital Corporation.

Section 4.

That should the need arise, if applicable, the City will use proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

This Resolution has been PASSED upon Motion made by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ by a vote of \_\_\_\_\_ to \_\_\_\_\_ and is effective this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Lessee: City of Minden

Witness Signature

\_\_\_\_\_  
Nick Cox, Mayor

\_\_\_\_\_  
Melaney Langford, City Clerk



# Minden City Council

## Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers

---



### Agenda Fact Sheet

#### Agenda Item:

- (4) Authority for Mayor Cox to Enter into a Maintenance Agreement Including Mowing and Litter Pickup between the City of Minden and the State of Louisiana Department of Transportation and Development Office of Engineering

#### Discussion:

See attached.

#### Suggested Wording of Motion:

“I move to authorize Mayor Cox to enter into a Maintenance Agreement Including Mowing and Litter Pickup between the City of Minden and the State of Louisiana Department of Transportation and Development Office of Engineering, as presented.”

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

AYE(S): \_\_\_\_\_ NAY(S): \_\_\_\_\_

ABSENCE(S): \_\_\_\_\_ ABSTENTION(S): \_\_\_\_\_

**MAINTENANCE AGREEMENT  
INCLUDING MOWING AND LITTER PICKUP**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2025**

**BETWEEN**

**Minden**

**AND**

**STATE OF LOUISIANA  
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
OFFICE OF ENGINEERING**

## **ARTICLE II. Mowing Litter and Trash Collection**

The **Municipality** shall conduct its operation in a manner such that the safety and convenience of the public shall be regarded as a priority. All equipment and traffic control devices shall be in accordance with the Manual on Uniform Traffic Control Devices. The **DOTD** reserves the right to stop the **Municipality** from working or order any piece of equipment removed from the roadway or right of way should it be determined that the minimum safety standards are not being met.

*Prior to beginning a litter collection or mowing cycle the Municipality shall contact the DOTD District Office or the Parish Maintenance Office advising them of the starting date.*

*The Municipality will be required to report daily work activities on the form provided (Exhibit "B" attached) and shall include the work completed (mowing) and litter amount in cubic yards collected each day for the duration of the cycle or period of time that the work is being performed.*

*Completed Forms shall be maintained by the municipality and shall be submitted to the DOTD district contact with the semi-annual invoice for covered time period.*

*Failure to turn in the Completed Form with the semi-annual invoice will delay payment until the required Daily Work Reports are submitted.*

The **Municipality** shall pick up and properly dispose of all trash and debris located on the State Roadways prior to conducting mowing operations. Litter and trash collection shall precede the mowing operation by no more than 24 hours. The **Municipality** shall perform litter and debris pick-up on all grass and vegetative areas, ditches, paved roadside shoulders and areas beneath overhead bridges and roadways. All litter, trash and debris uncovered by the mowing operation shall be picked up within 48 hours of the mowing operation. All litter, trash and debris shall be collected and piled or bagged off of the travel lanes and paved shoulders of the State Roadways and must be removed from the right-of-ways by the close of business the same workday that it is collected. **Municipality** shall provide, at its own expense, all equipment necessary to perform the duties provided for in this Agreement, including but not limited to, all trash bags, mowing and trimming equipment and herbicide applicators. **Municipality** shall record and document the amount of litter collected and report these amounts to the appropriate DOTD District Engineer at the time invoices are submitted for payment.

For purposes of this agreement litter, trash and debris shall mean all trash, debris, litter, junk, rubbish, paper, cardboard, glass, cans, discarded items, garbage, old tires, treads, dead trees, wood materials, concrete, etc. The Municipality will not be required to pick up every isolated cigarette butt, chip of glass or similar small objects.

include projected mowing and spraying schedules for the yearly contract. All herbicide applicators must possess a Category 6 Pesticide Applicators license obtained through the Louisiana Department of Agriculture and Forestry. A copy of licenses shall be included in the **Municipality's** Management Plan if the work is to be performed by **Municipality** employees. If herbicide/chemical application will be performed by **Municipality's** contractor, proof of insurance and required Louisiana licensing procedures shall be followed. The **DOTD** reserves the right to inspect and approve all forms of application equipment when making herbicide/chemical applications to **DOTD** Roadways and rights of ways.

All herbicide/chemical applications performed from the traveling roadway shall be performed in accordance with **DOTD's** "Safety Policy and Procedure Manual". This shall include, but is not limited to, the use of arrow boards and crash attenuators when applications are made from the inside lane or fast-moving lane on divided highways. The **DOTD** reserves the right to approve all herbicides/chemicals used in herbicide/chemical treatments to **DOTD** rights of ways. A list of herbicides/chemicals and the quantities to be used are contained in the **DOTD** Policy for Roadside Management. The **DOTD** reserves the right to disallow the use of Integrated Roadside Management practices in sensitive areas or sites or sites deemed by **DOTD** as unsuitable for such practices.

The **Municipality** or its contractor shall consult with the **DOTD** Roadside Development Coordinator, on an annual basis, to verify whether any of these conditions exist.

The maximum number of generalized herbicide applications, shall be limited to two (2) per growing season.

The maximum number of generalized seed-head suppression applications shall be limited to two (2) per growing season.

A combination of the above two types of spraying maybe allowed, but no more than two in any given growing season.

Further, there shall be a contract mowing cycle interspersed between any two herbicide applications.

### **Spot Treatments:**

Spot treatments for weed control shall be allowed. Products used for spot treatments shall have no injurious effects to the predominant turf grass. Chemical control of grasses and weeds around signs, guardrails, light standards, revetments and bridge ends will be allowed. The Municipality shall obtain prior approval from the District

### **ARTICLE VII: Indemnification**

The **Municipality** shall defend, indemnify, save and hold harmless the State of Louisiana, through the Department of Transportation and Development, its offices, agents, servants and employees, including volunteers, from and against any and all claims, demands, suits, judgments of sums of money, attorneys' fees, court costs, expense and liability, to any party or third person, including, but not limited to, amounts for or arising out of injury or death to any person for loss of life, injury, damage, loss or destruction of any property, or damages for tort or breach of contract or any other basis of liability growing out of, resulting from, or by reason or any act, omission, operation or work of the **Municipality**, its agents, contractors, servants and employees, or on account of negligence in safeguarding the work or through use of unacceptable materials in maintaining the work, or because of any negligent act, omission or misconduct of the municipality, or because of claims or amount recovered from infringement of patent, trademark or copy right, or from claims or amounts arising or recovered under Worker's Compensation Act, or other law, ordinance; order or decree, or any and all costs, expense and/or attorneys' fees incurred by the municipality or **DOTD** as a result of any claims, demands, and/or causes of action while engaged upon or in connection with the performance of this Agreement by the **Municipality** or its contractors, employees, agents and assigns under this Agreement, except for those claims, demands, and/or causes of action arising out of the sole negligence of the Department or its agents, representatives and/or employees. The **Municipality** agrees to investigate, handle, respond to, provide defense for and defend, any such claims, demand or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claim, demand or suit is groundless, false or fraudulent.

### **ARTICLE VIII: Funding Contingency**

The continuation of this Agreement is contingent upon the appropriation of funds by the Louisiana State Legislature to the **DOTD** to fulfill the requirements of this Agreement. If the Legislature fails to appropriate sufficient monies to provide the continuation of this Agreement, or if such appropriation is reduced by veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of this Agreement, this Agreement shall be reduced or terminate on the date said funds are no longer available.

### **ARTICLE IX: Limitation On Use of State Funds**

The **Municipality** agrees to use the funds provided by the State through **DOTD** only for the services authorized in this Agreement and in accordance with constitutional and statutory restrictions on the use of State funds for public purposes.

Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and the **Municipality** agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

#### **ARTICLE XIII: Agreement Modifications**

Any changes or modifications to the terms of this Agreement must be made by a fully executed Supplemental Agreement.

#### **ARTICLE XIV: Disputes**

Any dispute concerning a question of fact in connection with the work not disposed of by this Agreement or by agreement of the parties shall be referred to the **DOTD's** Secretary or his duly authorized representative for determination, whose decision in the matter shall be final and conclusive on the parties to this Agreement.

#### **ARTICLE XV: Record Keeping, Reporting and Audits**

The **Municipality** shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred relative to this project and shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under this

Agreement, for inspection by the **DOTD** Audit Control Section, the Legislative Auditor, and/or the Office of the Governor, Division of Administration Auditors under State and Federal Regulations effective as of the date of this Agreement and copies thereof shall be furnished if requested.

#### **ARTICLE XVI: Covenant Against Contingent Fees**

The **Municipality** warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the **Municipality** to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the **Municipality**, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

The **DOTD** shall have the right to annul this Agreement without liability or, in its discretion, deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee if the **Municipality** breaches or violates this warranty.

**WITNESS WHEREOF**, the parties hereto have caused this agreement to be executed by their respective officers, thereunto duly authorized as of the day and year first above written.

**THUS DONE AND SIGNED** at Minden, Louisiana, this \_\_\_\_ day of \_\_\_\_\_, 2024.

**WITNESSES**

**Municipality**

\_\_\_\_\_

**BY:** \_\_\_\_\_  
**(Signed Name)**

\_\_\_\_\_

Nick Cox  
**(Printed Name)**

**Municipality: City of Minden**

**Address PO Box 580, Minden 71058**  
**(318) 377-2144 (Phone)**  
**(318) 371-4264 (Fax)**

**Tax ID. # 72-6000902**

THUS DONE AND SIGNED at Bossier City, Louisiana, this \_\_\_\_ day of \_\_\_\_\_, 2024.

**WITNESSES:**

**DOTD**

\_\_\_\_\_

\_\_\_\_\_

**BY:** \_\_\_\_\_  
**DAVID K. NORTH, P.E.**  
**DISTRICT ENGINEER ADMINISTRATOR**





# Minden City Council

## Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers

---



### Agenda Fact Sheet

#### Agenda Item:

- (5) Authority for Mayor Cox to Enter into a Cooperative Endeavor Agreement with the Cotton Valley Police Department for the Donation of Chevrolet Tahoes

#### Discussion:

See attached.

#### Suggested Wording of Motion:

“I move to authorize Mayor Cox to enter into a Cooperative Endeavor Agreement with the Cotton Valley Police Department for the donation of Chevrolet Tahoes, as presented.”

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

AYE(S): \_\_\_\_\_ NAY(S): \_\_\_\_\_

ABSENCE(S): \_\_\_\_\_ ABSTENTION(S): \_\_\_\_\_

ACT OF DONATION

**BEFORE ME**, the undersigned notary public, duly commissioned and qualified in and for the parish and state aforesaid, and before the undersigned competent witnesses, came and appeared:

**CITY OF MINDEN, a political subdivision of the State of Louisiana, and  
COTTON VALLEY POLICE DEPARTMENT, a political subdivision of the  
State of Louisiana**

who did state as follows:

City of Minden does hereby donate unto Cotton Valley Police Department the following vehicles, to wit:

One – Used 2014 Chevrolet Tahoe

VIN# 1GNLC2E05ER160801

One – Used 2012 Chevrolet Tahoe

VIN# 1GNLC2E07CR151272

COTTON VALLEY POLICE DEPARTMENT assumes responsibility for and holds the CITY OF MINDEN harmless from any and all damages, injuries, or claims for such, caused by the equipment donated herein. COTTON VALLEY POLICE DEPARTMENT, is responsible for maintaining items and equipment and shall be accountable for all items and equipment for auditing purposes.

COTTON VALLEY POLICE DEPARTMENT accepts the donation of equipment herein from the CITY OF MINDEN. When this equipment is no longer useful, COTTON VALLEY POLICE DEPARTMENT shall dispose of such equipment in accordance with state laws, regulations, and procedures.

**THUS DONE AND SIGNED** on the \_\_\_ day of \_\_\_\_\_, 2024, at Minden, Louisiana, in the presence of the undersigned competent witnesses, who hereunto sign their names with said appearers and me, Notary, after due reading of the whole.

PARISH OF WEBSTER

STATE OF LOUISIANA

CITY OF MINDEN

COTTON VALLEY POLICE DEPARTMENT

BY: \_\_\_\_\_  
Nicholas A. Cox, Mayor

BY: \_\_\_\_\_  
\_\_\_\_\_, Chief of Police

WITNESSES:

\_\_\_\_\_  
Print: \_\_\_\_\_

\_\_\_\_\_  
Print: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

# Minden City Council

## Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers

---



### Agenda Fact Sheet

#### Agenda Item:

(b) Personnel – Minden Police Department Promotion

#### Discussion:

Police Lieutenant Keith King, Jr. to the rank of Police Captain

DOH: 08/08/2001

Officer King has passed the Fire and Police Civil Service Board Police Captain Examination (documentation attached).

#### Suggested Wording of Motion:

“Upon the recommendation of Police Chief Jared McIver, I move to approve the promotion of Minden Police Lieutenant Keith King, Jr. to the rank of Police Captain, 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

**Date:** May 15, 2024

**Re:** Departmental Promotion

---

The Minden Police Department has a current opening at the position of Police Captain. It is my recommendation, and mandated under Louisiana Revised Statute RS 33:2554, that Lieutenant, Keith King Jr., be promoted to the rank of Police Captain.

Sincerely,

Chief Jared McIver

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

**POLICE CAPTAIN**

**MINDEN**

**September 17, 2020**

SOCIAL: 9921

NAME: KING KEITH M

<u>SUBJECT MATTER</u>	<u>PERCENT CORRECT</u>
POLICE SERVICE MANAGEMENT	82
RECORDS/REPORTS/CORRESPONDENCE	91
SUPERVISION	100
PUBLIC RELATIONS	100
LAW ENFORCEMENT	88
JUVENILE OPERATIONS	100
<b>TOTALS</b>	<b>91</b>

**Minden City Council**  
**Regular Session**  
**Monday, June 3, 2024**  
**Minden City Hall – Council Chambers**

---



**Agenda Fact Sheet**

**Agenda Item:**

(7) Budget/Financial Report for April 2024

**Discussion:**

Melaney Langford, City Clerk, will present the Budget/Financial Report for the month of April 2024.

**Suggested Wording of Motion:**

No motion is required.

# Minden City Council

## Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers

---



### Agenda Fact Sheet

#### Agenda Item:

(8) Fire Report for May 2024

#### Discussion:

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

#### Suggested Wording of Motion:

No motion is required.



# Minden City Council

## Regular Session

Monday, June 3, 2024

Minden City Hall – Council Chambers



### Agenda Item

#### (9) Police Report

City Fines .....	\$7,153.50
District Attorney's Office .....	\$0.00
Crime Lab .....	\$580.00
City Court.....	\$678.50
Marshal's Office .....	\$630.00
Indigent Defender.....	\$920.00
Victim's Fund .....	\$0.00
Clerk's Fund.....	\$42.00
Community Service.....	\$0.00
WARE Center .....	\$157.50
LA Commission on Law Enforcement .....	\$32.00
Off-Duty Witness Fee .....	\$251.50
DARE.....	\$0.00
State Analysis.....	\$0.00
Agency Analysis .....	\$0.00
Court Case Mgmt. Information System .....	\$63.00
LA Traumatic Head & Spinal Cord Injury	
Trust Fund.....	\$80.00
Disability Affairs .....	\$0.00
Judicial Building Fund.....	\$210.00
Judicial Education.....	\$8.00
<b>TOTAL .....</b>	<b>\$10,806.00</b>

#### Suggested Wording of Motion:

"I move to accept the Police Report for the month of April 2024, as presented."

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

AYE(S): \_\_\_\_\_

NAY(S): \_\_\_\_\_

ABSENCE(S): \_\_\_\_\_

ABSTENTION(S): \_\_\_\_\_

APRIL\_2024

CHIEF'S REPORT APRIL	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	ANALYS .ST	ANALYS .AGY	CMIS	LTHSCIT F	DISABIL. AFF	JUD.BLD G FUND	JUD.ED	TOTAL
BUTLER, TODD	75.00	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	75.00
MAXIE, DECOREY	275.00	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	275.00
MILLER, JAMES	92.00	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	92.00
MOORE, TRACEY	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	150.00
MILAM, STEPHEN	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	50.00
THORNTON, TRAVIS	20.00	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	20.00
DILLARD, JESSIE	25.00	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	25.00
SPENCER, KIVARI	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	100.00
SIMMONS, SEAN	159.00	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	159.00
HIGGINS, RONDA	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	500.00
JACKSON, JAMEKA	75.00	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	75.00
WHITFIELD, RAVEN	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	100.00
MIMS, MARQUEZ	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	100.00
COMBS, KIELYN	99.00	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	99.00
SHELMAN, PASSION	60.00	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	60.00
SHOWS, ETHAN	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	50.00
SMITH, BRIANNA	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	5.00	0.00	10.00	0.50	227.50
ELKINS, LINBRA	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	100.00
BROWN, TOBY	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	5.00	0.00	10.00	0.50	220.00
BROWN, TOBY	67.50	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	67.50
COMBS, KIERAN	75.00	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	75.00
FRANKLIN, JACRAUS	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	5.00	0.00	10.00	0.50	225.00
STANLEY, KEDRIC	225.00	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	225.00
HARRISON, JERONSKI	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	100.00
GREENARD, KYLAND	75.00	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	75.00
RODGERS, CHRISTOPHER	155.00	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	155.00
KINSEY, LARRY	25.00	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	25.00
JACKSON, JACQUEZ	25.00	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	25.00
SMITH, MARCUS	25.00	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	25.00
YOUNG, MARVIN	250.00	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	250.00
CORBIT, AMY	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	5.00	0.00	10.00	0.50	227.50
CORBIT, AMY	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	212.50
SADDLER, KIMBERLY	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	500.00
EWING, MICHAEL	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	5.00	0.00	10.00	0.50	227.50
WORLEY, WILLIAM	175.00	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	175.00
SMITH, KADAMEN	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	5.00	0.00	10.00	0.50	42.50
LOPE, TIMOTHY	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	5.00	0.00	10.00	0.50	220.00
WYATT, DESHIEL	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	5.00	0.00	10.00	0.50	227.50
WYATT, DESHIEL	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	212.50
LISTER, SHUNDRICKA	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	200.00

