

MINUTES

A regularly scheduled council meeting of the Mayor and Board of Aldermen of the Town of Cullen was called to order by Mayor Terry Hoof at 6:00 P.M. on November 24, 2025 in the Council Room of the Municipal Building, 405 Coyle Avenue, Cullen, Louisiana 71021

PRESENT

Terry Hoof, Mayor

Yolanda Castleman, Alderwoman

Denise Hoof, Alderwoman

Floydean White, Alderwoman

Barbara Green, Alderwoman

Fannie Rankin, Police Chief

ABSENT

Bianchi Veal, Alderwoman

CALL TO ORDER

Called to order by Mayor Hoof

OPENING CEREMONIES

The invocation was led by Mayor Pro Tem Floydean White, followed by the pledge of allegiance recited by all.

REQUESTS FOR ADDITIONS

Request for Additions were called for. Additions with recommendation for termination of Dominique Parish 16A and Restraining Order of Fran Gipson 16B

PUBLIC COMMENT

Mayor Hoof informed the council and citizens of the policy and procedures of the town council meeting and how it is conducted. He discussed the differences in town council meetings and town hall meetings. He informed the citizens of the new town hall meeting schedule which will be quarterly beginning in January 2026 on every second Monday from 6PM-7PM. The town hall meeting policy and schedule was discussed among the council. No public comments were made

APPROVAL OF ADDITIONS

Approval of additions motion made by Alderwoman Denise Epps Hoof and second by Alderwoman Floydean White. Motion carried. All in favor

APPROVAL OF AGENDA

The agenda was approved upon motion duly made by Alderwoman Floydean White and seconded by Alderwoman Yolanda Castleman. Motion carried, all in favor.

APPROVAL OF MINUTES

Alderwoman Barbara Green inquired about the insurance on the police vehicles. Mayor Hoof informed Alderwoman Green that the police unit insurance would be discussed when they got to the Police Business on the agenda. Approval of November minutes motion duly made by Alderwoman Denise Epps Hoof and seconded by Alderwoman Yolanda Castleman. Motion carried, all in favor.

APPROVAL OF FINANCIAL STATEMENTS

Alderwoman Barbara Green inquired about the Regions Account CD. Mayor Hoof stated that the Town no longer has an account at Regions Bank. Alderwoman Green asked what happened to the money. Alderwoman White stated that she remembers when the CDs was voted on and used for the purchase of the trucks. Mayor Hoof asked Alderwoman Green if she would agree to go over and sign bills once a month. She declined. Mayor Hoof asked Alderwoman White and Alderwoman Castleman to go over, sign, and approve bills. They accepted the request. Alderwoman Epps Hoof stated she was glad to receive everything. Alderwoman White stated that the Assistant Clerk was doing a great job. Alderwoman Green stated that regardless of the job being done, the Town Clerk position must be advertised. Mayor Hoof informed Alderwoman Green that Untracy Brittentine is not the Town Clerk. She holds the position of Assistant Town Clerk and that when he is ready to hire someone for the position of Town Clerk, it will be

advertised in the newspaper and recommendations will be taken before the board. Approval financial statements motion duly made by Alderwoman Denise Epps Hoof and seconded by Alderwoman Floydean White. Motion carried. All in favor.

NEW BUSINESS

Approval to hire knights service as the independent trash contractor for the town. Leslie Plants discussed rates for the citizens of \$33 a month and that Fridays will be pickup days for the Town of Cullen. Alderwoman Barbara Green inquired about the contract the town was in previously with Knights Service. Leslie Plants stated that she would get with the Assistant Town Clerk and make sure all documents were signed and in order. The following votes was recorded in reference to Knights Service becoming Town of Cullen independent trash contractor:

Alderwoman Floydean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

Alderwoman Barbara Green- yay

Discussion of water rates began among the council. Mayor Hoof informed the council that the auditors informed him that the water rates was extremely low and that the council should consider an increase of the rates. The water study was conducted using the nearest towns and cities concerning their rates for water and sewer. The council agreed on an amount of \$18 base rate to increase from \$12.50. Mayor Hoof emphasized that the water revenue is crucial to have to use in case of repairs or leaks that occur. Mayor Hoof stated that he would make sure that the proper steps would be taken to let the citizens know of the rate increase. He stated it would be published in the newspaper and posted on the town's website 30 days before the final vote of increase.

Mayor Hoof discussed blighted and adjudicated properties. Untracy Brittentine stated that she was in the process of looking at several properties and the owners would receive a letter that they had so many days to clean up the property or they would be fined. Mayor Hoof informed the council that if they saw properties that they were concerned about to let her know.

Mayor Hoof presented to the board the resolution for the Webster Parish Police Jury. He explained its for needed equipment such as chainsaws, weed eaters, pole saws, and a water pump. He explained that the equipment is old and new equipment is needed to work with.

Alderwoman Green requested that when the equipment is gotten, can the front of the town be first in the clean up. Motion made for resolution as follows:

Alderwoman Floyddean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

Alderwoman Barbara Green- yay

Chief Rankin made an inquiry about the fuel policy. She stated that she would request and suggest that for the police department that they could have access to the fuel cards 24/7. She stated that she could see that working for Mr. Sam or Chris, but not the police department. She stated that Town Hall is closed Friday through Sunday and they shouldn't have to wait until Monday for gas. She relayed that sometimes they might have to go to BDCC on the weekend or go out of town. She stated that she suggests that they look at something else for the fuel cards. Alderwoman Green asked Mayor Hoof could he find another way. Mayor Hoof stated that they would brainstorm it and see what they could come up with because he understood as far as the weekend is concerned. Alderwoman Green asked could they just keep the card and also keep the receipts. Then they would just turn in the receipts monthly. Untracy Brittentine informed Chief Rankin that she should reach out to the auditors because they were crucial in implementing this policy. Chief Rankin said she understood and she would reach out to them to get a better understanding of the situation. Mayor Hoof stated that he was willing to work with the Chief in order for them to have the fuel in the police units that they need. Motion duly made for the fuel card policy by Alderwoman Denise Epps Hoof and seconded by Alderwoman Yolanda Castleman. Motion carried. All in favor

Mayor Hoof presented the Grievance Policy. He asked Alderwoman Green would she help with that. She stated she spoke with Mrs. Tracy and that it needed to be critiqued. Chief of Police Fannie Rankin said that it should be 3 people on the committee for it to be legal because what if someone on the board had a complaint against someone else on the board. She stated that it should be an outside source to be added to the committee. The Mayor requested Alderwoman Green to get with Untracy Brittentine to discuss what is needed in the policy that would cover the town legally. The Grievance Policy was tabled for further discussion. Motion duly made by Alderwoman Barbara Green and seconded by Alderwoman Denise Epps Hoof. Motion carried. All in favor.

Chief Rankin stated she did not have any police business that needed discussion.

Mayor Hoof moved on to the discussion of litigations. The termination of Dominique Parish as Town Clerk was up for council votes. Mayor Hoof asked for each vote. The voting of the council is as follows:

Alderwoman Floydean White- yes

Alderwoman Yolanda Castleman- yes

Alderwoman Denise Epps Hoof- yes

Alderwoman Barbara Green- yes

So it passes

Mayor Hoof moved on to the restraining order for Fran Gipson. He informed the council it was nothing personal, but the meetings needed to run smoothly without disrespect and the meeting needs to be done decent and in order. Mayor Hoof asked for each vote. The voting of the council is as follows:

Alderwoman Barbara Green- no because she is a citizen, she has a right to speak and then to listen

Alderwoman Floydean White- yes, because it is necessary because it's a time and a place for everything

Alderwoman Yolanda Castleman- yes

Alderwoman Denise Epps Hoof- yes

So it passes

MAYOR'S UPDATE

Mayor Hoof gave an update about Tax Sales records. He stated that some of the businesses in town are not paying taxes and that will be looked into to see exactly why those businesses are not paying taxes here in Cullen. He stated that it is tax dollars that the town is losing and he would give further updates as more information is obtained.

ADJOURNMENT

Meeting adjourned

I, Untracy Brittentine (Assistant Town Clerk), hereby certify that the foregoing minutes are, to the best of my knowledge, a true and correct record of the action taken by the Board of Alderman of the Town of Cullen a regularly scheduled meeting of the Mayor and the Board of Alderman held in the Council Room of the Municipal Building, 405 Coyle Avenue, Cullen, La 71021 on November 24, 2025 at 6:00 P.M. I further certify that the notice of the meeting was posted on both front doors of the Municipal Building and both doors of the Council Room and hand delivered to the Board of Alderman at their residence and the Chief of Police at the Cullen Police Department. Said meeting duly held in accordance with all provisions of the Open Meetings Law.

Untracy Brittentine

MINUTES

A regularly scheduled council meeting of the Mayor and Board of Aldermen of the Town of Cullen was called to order by Mayor Terry Hoof at 6:00 P.M. on December 29, 2025 in the Council Room of the Municipal Building, 405 Coyle Avenue, Cullen, Louisiana 71021

PRESENT

Terry Hoof, Mayor

Yolanda Castleman, Alderwoman

Denise Hoof, Alderwoman

Floydean White, Alderwoman

Barbara Green, Alderwoman

Bianchi Veal, Alderwoman

ABSENT

Fannie Rankin, Police Chief

CALL TO ORDER

Called to order by Mayor Hoof

OPENING CEREMONIES

The invocation was led by Mayor Pro Tem Floydean White, followed by the pledge of allegiance recited by all.

REQUESTS FOR ADDITIONS

No additions to be added at this time.

Clerk and see. Alderwoman Green stated that would be clear transparency for the year and they could start off fresh. Mayor stated that Mrs. Tracy is taking her time putting everything in the computer so when it comes time for an audit, it would be done swiftly. Alderwoman Veal asked how far cleared for the audits. Mayor Hoof stated that we are clear up to 2025. Alderwoman Green inquired have the IRS been caught up. Mayor Hoof stated no. He told the council that Mrs. Tracy has set up separate accounts for the payments to be made. Mayor Hoof stated that the auditors has recommended for Mrs. Tracy to be hired as Town Clerk. Alderwoman Green stated that she understands that, but the job has to be advertised. Mayor Hoof stated the job was advertised for 2 weeks. A constituent in the audience, Ray Mills, stated that he read it and it was in the newspaper. Approval of financial statements motion duly made by Alderwoman Denise Epps Hoof and seconded by Alderwoman Floyd Dean White. Motion carried. All in favor.

NEW BUSINESS

Mayor Hoof stated we would have to table the introduction of water rates because we have to have an introduction. The water study was conducted using the nearest towns and cities concerning their rates for water and sewer. The council agreed on an amount of \$18 base rate to increase from \$12.50. Mayor Hoof stated that he would make sure that the proper steps would be taken to let the citizens know of the rate increase. He stated it would be published in the newspaper and posted on the town's website 30 days before the final vote of increase. Alderwoman Green asked who was over the wastewater treatment plant now that Mr. Don has passed away. The mayor stated that Mr. Chris and Mr. Sam was over the plant. Chris has been going to school. Alderwoman Green stated that she thinks it needs to be someone else to have as a backup.

MAYOR'S UPDATE

Mayor Hoof wished everyone a Merry Christmas and Happy New Year

ADJOURNMENT

Meeting adjourned

MINUTES

A regularly scheduled council meeting of the Mayor and Board of Aldermen of the Town of Cullen was called to order by Mayor Terry Hoof at 6:00 P.M. on February 2, 2026 in the Council Room of the Municipal Building, 405 Coyle Avenue, Cullen, Louisiana 71021

PRESENT

Terry Hoof, Mayor

Yolanda Castleman, Alderwoman

Denise Hoof, Alderwoman

Floydean White, Alderwoman

Fannie Rankin, Police Chief

ABSENT

Bianchi Veal, Alderwoman

Barbara Green, Alderwoman

CALL TO ORDER

Called to order by Mayor Terry Hoof

OPENING CEREMONIES

The invocation was led by Mayor Terry Hoof followed by the pledge of allegiance recited by all.

REQUESTS FOR ADDITIONS

Request for Additions were called for. Additions with recommendation for Untracy Brittentine to be hired as Town Clerk for 6A. Recommendation for Time Clock App for all employees for 6B.

PUBLIC COMMENT

No public comment

APPROVAL OF ADDITIONS

Approval of additions motion made by Alderwoman Denise Epps Hoof and second by Alderwoman Floydean White. No public comment. Motion carried. All in favor

APPROVAL OF AGENDA

January agenda approval upon the following corrections: change the date to February 2 instead of February 1 on all agendas, introduction of water rates, and introduction of budget for fiscal year of 2026-2027. Add Minden Press Herald as recommendation for newspaper publication. Add Amberlee Nix with Bradley Murchison Law Firm as recommendation for town attorney. The agenda was approved upon motion duly made by Alderwoman Floydean White and seconded by Alderwoman Denise Epps Hoof. No public comment. Motion carried, all in favor.

APPROVAL OF MINUTES

Approval of January minutes motion duly made by Alderwoman Denise Epps Hoof and seconded by Alderwoman Floydean White. Motion carried, all in favor.

APPROVAL OF FINANCIAL STATEMENTS

Approval financial statements motion duly made by Alderwoman Denise Epps Hoof and seconded by Alderwoman Yolanda Castleman. Motion carried. All in favor.

NEW BUSINESS

Approval to have Minden Press Herald as the town newspaper publication since Springhill Press is currently out of business and the town has to have coverage for publication of all legals. Minden Press Herald deadline is Friday at noon. Mayor Hoof did roll call and asked for each Alderman vote.

Alderwoman Floydean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

All in favor. So it passes.

Approval to hire Amberlee Nix with Bradley Murchison as the town attorney. Amberlee spoke with the council and explained the process of the retainer fee. The retainer fee for the town is \$10,000. She explained that the reason for the high limit is due to the ongoing litigation that the town was already involved in before being represented by her. She also explained that the law firm charges as the representation takes place. Therefore, the fee would be deducted from the retainer fee. When the retainer fee gets to \$2,000, it has to be replenished back to the \$10,000. Mayor Hoof did roll call and asked for each Alderman vote.

Alderwoman Floydean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

All in favor. So, it passes.

Approval to hire Untracy Brittentine as Town Clerk. Alderwoman Floydean White stated that she thinks Tracy is doing a great job. Mayor Hoof did roll call and asked for each Alderman vote.

Alderwoman Floydean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

All in favor. So, it passes

Approval for the use of the Time Clock App for all town employees. Assistant Town Clerk Untracy Brittentine explained how the app works. She explained that the app was used on the personal phones on the employees. The employee would clock in at the place of employment because the GPS could track the time punch. Mayor Hoof did roll call and asked for each Alderman vote.

Alderwoman Floydean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

All in favor. So, it passes

Mayor Terry Hoof asked for an Alderman to read the Introduction to Proposed Water Rates. He stated that this was an introduction and that it would be no vote taken. Alderwoman Denise Epps Hoof read the Introduction to Proposed Increase Water Rate.

Mayor Terry Hoof asked for an Alderman to read the Introduction to Proposed Budget for the Fiscal Year 2026-2027. He stated that this was an introduction and that it would be no vote taken. Alderwoman Denise Epps Hoof read the Introduction to Proposed Budget for Fiscal Year 2026-2027.

Mayor Terry Hoof spoke on the Approval for the 30-hour work week for part time officers. He stated that he was not trying to run the Police Department, but if the officers continue to work over 30 hours per week their retirement will have to be paid. He stated that the town is currently paying the Chief of Police retirement which is \$180 weekly which comes out to \$8, 640 yearly. If there is another officer, the town can not afford to pay all of the retirement. He stated that they were served by MPRES before and had to go to court concerning this. He stated that the town must stay in the guidelines to keep from going to court in Baton Rouge. Chief Fannie Rankin stated that's not how it works and said to get a better understanding of it. Mayor Hoof did roll call and asked for each Alderman vote.

Alderwoman Floydean White- yay

Alderwoman Yolanda Castleman- yay

Alderwoman Denise Epps Hoof- yay

All in favor. So, it passes

After the voting of the council, Chief Fannie Rankin said that they will continue to go to court and that's all she has to say.

Mayor Terry Hoof asked for Police Business. Chief Fannie Rankin said it was no Police business at this time. Mayor Hoof stated that He wanted to discuss the Fuel Cards. He let the council know that it was stated before that Bonvenu Bank did credit checks when debit cards were obtained for the town. He stated that he has a letter from the branch manager stating they do not run credit checks. He stated that he has been getting the fuel for the police department, but

is asking the Chief to go to the bank to obtain the departments own fuel card. Chief Fannie Rankin said that she wanted a card that has her own PIN number to it. She said she didn't know where the information about credit check came from. Alderwoman Denise Epps Hoof stated that it was said in court in Minden, LA by Attorney Fran Gipson that your credit was ran to obtain the fuel cards. Chief Fannie Rankin stated that she said that was concerning the insurance at the time. Mayor Hoof stated that Chief Fannie Rankin would have her own code to the Police Department's fuel card. Chief Fannie Rankin stated that when she receives a budget, she would obtain the departments fuel card. Assistant Town Clerk Untracy Brittentine stated that a budget was previously placed in Chief Fannie Rankin monthly council packet.

Alderwoman Denise Epps Hoof state that she has police business that the citizens of Cullen should know. She stated that it's called a Marshall's Report that shows what the police department has bought in for that month. She stated that for the year of 2025, the police department bought in \$5,944.50. At an average of 12 months, that's \$500.00 a month. Our Chief income is \$28,000. Officer Bryan Montgomery's is about \$15,000. That's about \$43,000. Plus, the town is responsible for all bills for the police department. All of this is on the Town of Cullen. We have been asked for transparency from the Mayor and from the Board, but where is the transparency of the police department. If the police department is only bringing in \$5,944.50, we are trying to regulate, but other towns bring in \$10,000 to \$12,000 monthly. The town can't cover it all. Its \$60,000 that the town is paying in the police department. Everyone needs to be accountable for what they are doing. The town can not pull all of that and it should not be required to. Chief Fannie Rankin stated that she is going to say this and be done with it. She is not in this position to make money for the town. Chief Fannie Rankin asked the Mayor and the Board were they going to pay her to patrol and be the Chief. Alderwoman Denise Epps Hoof stated that that was part of the \$28,000 that the citizens elected her to do. Chief Fannie Rankin stated that she had no more to say.

MAYOR'S UPDATE

Mayor Hoof gave an update about that the name plates for the Alderwoman have been ordered. The land that Alderwoman Barbara Green inquired about was never transferred and that the lawyers will look into what need to be done to get the land transferred to the Town of Cullen.

ADJOURNMENT

Meeting adjourned

I, Untracy Brittentine (Assistant Town Clerk), hereby certify that the foregoing minutes are, to the best of my knowledge, a true and correct record of the action taken by the Board of Alderman of the Town of Cullen a regularly scheduled meeting of the Mayor and the Board of Alderman held in the Council Room of the Municipal Building, 405 Coyle Avenue, Cullen, La 71021 on February 2, 2026 at 6:00 P.M. I further certify that the notice of the meeting was posted on both front doors of the Municipal Building and both doors of the Council Room and hand delivered to the Board of Alderman at their residence and the Chief of Police at the Cullen Police Department. Said meeting duly held in accordance with all provisions of the Open Meetings Law.

Untracy Brittentine