

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF PORT ALLEN, LOUISIANA
WEDNESDAY, SEPTEMBER 12, 2018**

The Mayor and City Council of the City of Port Allen, Louisiana, met in Regular Session at 5:30 p.m. on Wednesday, September 12, 2018, in the Council Chambers at Port Allen City Hall.

Mayor Lee called the meeting to order at 5:35 p.m. and asked Mrs. Liz Holmes to lead the pledge of allegiance. A roll call vote resulted as follows:

Present: Ray Helen Lawrence, Garry Hubble, Brandon Brown, Hugh Riviere, Carey Williams

Absent: None

Mayor Lee asked that the official agenda be amended to reflect that an additional item "12A" be approved by the Council because a specific action item for the adoption of Ordinance No. 8 should be added because it had been inadvertently left off the original posted Agenda. The Municipal Clerk explained that the language would be that associated with the specific language contained in the public hearing notice to allow a vote by the City Council to adopt the ordinance after the public hearing. Mrs. Ray Helen Lawrence moved to amend the agenda to include item number 12A to provide for an action item allowing the City Council to vote on the adoption of Ordinance No. 8 of 2018. Mr. Brandon Brown seconded the motion. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. ABSENT: None. The motion carried by unanimous vote of the members present and voting.

Mr. Brandon Brown moved to approve the Minutes of the Regular Meeting of August 8, 2018. Mr. Hugh Riviere seconded the motion. Mayor Lee asked if there was any opposition. There was none and the motion carried by unanimous consent of the members present.

Mayor Lee read aloud the procedure for public participation at the Regular Meetings of the Port Allen City Council in accordance with state statutes and local ordinances.

Mayor Lee asked for any individuals who had signed in to speak on Agenda Item to come forward to provide information to the City Council regarding Port Allen Police Department Policies and Procedures. Several members of the audience addressed the City Council. No action was requested of nor taken by the City Council.

Mayor Lee explained to the City Council that capital improvements had been authorized in the Maintenance Department without following established policies and procedures. For capital expenditures over \$2,000 after the budget is approved by the City Council, the Council must approve any capital expenditures prior to authorizing the work. This policy was not followed in this case and Mayor Lee asked the City Council to approve payment of the invoice after the fact. Members of the City Council asked questions. When Mayor Lee asked for a motion, no one made a motion. No further action was taken on this item.

Mrs. Ray Helen Lawrence moved to approve Mayor Lee's recommendation to hire LaCarl Wright and Quinton Johnson on a part-time basis in the Roads and Drainage Department until the end of November, 2018. Mr. Hugh Riviere seconded the motion. Mayor Lee asked if there was any

opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The motion carried.

Mrs. Ray Helen Lawrence moved to approve hiring Mark Banks as a full-time Mechanic Assistant in the Fleet Maintenance Department. Mr. Carey Williams seconded the motion. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Lawrence, Williams. NAYS: Hubble, Riviere. The motion carried.

Mr. Hugh Riviere moved to authorize spending additional funds in Community Events (\$2,500) to the "Save Our Sons" Organization to cover expenses for a parade in February, 2019 for Black History Month. Mr. Carey Williams seconded the motion. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The motion carried.

Mr. Brandon Brown moved to authorize spending additional funds in Community Events (\$1,000) to cover the costs of the Port Allen Community Halloween Bazaar and Pandemonium Event in October, 2018. Mr. Hugh Riviere seconded the motion. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The motion carried.

Mr. Brandon Brown moved to authorize Mayor Lee to explore the possibility of annexing the 200-acre tract outside the city into the city limits of the City of Port Allen. Mr. Carey Williams seconded the motion. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The motion carried.

Mayor Lee opened the public hearing for the purpose obtaining views from the public regarding the adoption of an ordinance to amend the City of Port Allen's General Fund Budget for fiscal year 2018-2019 to authorize spending additional funds for certain itemized community events for the Annual Senior Holiday Dinner and the Mayor's Prayer Breakfast. Mayor Lee asked if anyone from the audience wished to be heard. No one answered. Mayor Lee then closed the public hearing.

Mr. Hugh Riviere moved to adopt Ordinance No. 8 of 2018 to amend the City of Port Allen's General Fund Budget for fiscal year 2018-2019 to authorize spending additional funds for certain itemized community events for the Annual Senior Holiday Dinner (\$5,000) and the Mayor's Prayer Breakfast (\$1,500). Mrs. Ray Helen Lawrence seconded the motion. The Municipal Clerk read the title of Ordinance No. 8 of 2018. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follow: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. ABSENT: None. Ordinance No. 8 of 2018 was adopted.

Mayor Lee opened the public hearing for the purpose of obtaining views from the public regarding the adoption of an ordinance to amend the current FY 2018-2019 General Fund Budget to cover the costs and expenses associated with the completion of the Centennial Park Project in the amount of \$20,000. Mayor Lee asked if anyone from the audience wished to be heard. No one answered. Mayor Lee then closed the public hearing.

Mrs. Ray Helen Lawrence moved to adopt Ordinance No. 9 of 2018 to amend the current fiscal year 2018-2019 budget in the City of Port Allen's General Fund Community Development Fund to cover the costs and expenses associated with the completion of the Centennial Park Project Monument in the amount of \$20,000. Mr. Brandon Brown seconded the motion. The Municipal Clerk read the title of the Ordinance. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Brown, Lawrence, Williams. NAYS: Hubble, Riviere. ABSENT: None. Ordinance No. 9 of 2018 was adopted.

Mayor Lee opened the public hearing for the purpose of obtaining views from the public regarding the adoption of an ordinance to amend the City of Port Allen's Sewer Fund Budget for fiscal year 2018-2019 to cover the costs and expenses associated with additional repairs to the sewer system in Westside Village Subdivision in the amount of \$250,000. Mayor Lee asked if anyone from the audience wished to be heard. No one answered. Mayor Lee then closed the public hearing.

Mr. Hugh Riviere moved to adopt Ordinance No. 10 of 2018 to amend the current fiscal year 2018-2019 budget in the City of Port Allen's Sewer Fund Budget to cover the costs and expenses associated with additional repairs to the sewer system in Westside Village Subdivision in the amount of \$250,000. Mr. Brandon Brown seconded the motion. The Municipal Clerk read the title of the Ordinance. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: Yeas: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. ABSENT: None. Ordinance No. 10 of 2018 was adopted.

City Attorney Alvarez stated that he had received a report for Mr. Altazan regarding the condition of the property located at 1024 Avenue C in Port Allen stating that the property poses a health and safety concern for the public and that it should be condemned. Mr. Alvarez stated that he would begin condemnation proceedings on the property and no further action was necessary this time.

Mr. Adrian Genre stated that there were no alcoholic beverage permits pending.

Mayor Lee announced that Stacy Ryan the West Baton Rouge Parish Registrar of Voters is retiring and a reception in her honor is going to be held on September 27, 2018 from 2 pm to 4 pm at the West Baton Rouge Parish Museum. Mayor Lee announced that on October 11, 2018, the West Baton Rouge Chamber would be hosting a tour of West Baton Rouge Parish. Mrs. Liz Holmes stated that on September 29, 2018 beginning at 7 a.m., there would be another clean-up of the area of the City of Port Allen known as the Town of West Baton Rouge and asked for volunteers. Mrs. Holmes also stated that there would be a 5K run called Strides for Christ on September 22, 2018. Mrs. Delores Kibby stated that there would be a naming ceremony on September 27, 2018 at 10 a.m. renaming Highway 415 (Lobdell Highway) The Donna LeBlanc Memorial Highway.

There being no further business to come before the City Council, Mr. Hugh Riviere moved to adjourn. Mr. Brandon Brown seconded the motion. The motion carried without objection and the meeting adjourned at 6:43 p.m.

Richard N. Lee, III, Mayor

Audrey A. McCain, City Clerk