

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF PORT ALLEN, LOUISIANA
WEDNESDAY, DECEMBER 14, 2016**

The Mayor and City Council of the City of Port Allen, Louisiana, met in Regular Session on Wednesday, December 14, 2016, in the City Council Chambers at Port Allen City Hall.

Mayor Richard Lee called the meeting to order at 5:35 p.m. and asked Barry Brewer to lead the Pledge of Allegiance. Roll call vote resulted as follows:

Present: Brandon Brown, Garry Hubble, Ray Helen Lawrence, R.J. Loupe, Jr., Hugh Riviere

Absent: None

Mr. R.J. Loupe, Jr. moved to approve the Minutes of the Regular Meeting of December 14, 2016 and the Special Meeting of December 19, 2016. Mrs. Ray Helen Lawrence 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.

Mr. Hugh Riviere moved to amend the posted agenda to correct a typographical error in the fiscal year being presented by the City's auditors from FY 14-15 to FY 15-16. Mr. Garry Hubble seconded the motion. Mayor Lee asked if anyone in the audience objected to this amendment to the posted agenda. No one answered. Mayor Lee asked if there was any other objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. This motion carried by the unanimous vote of the City Council and therefore the agenda was amended.

Mr. Hugh Riviere moved to amend the posted agenda to add language to allow citizens and residents of Westside Village Subdivision to address the Mayor and City Council in reference to pending sewer issues. Mr. Brandon Brown seconded the motion. Mayor Lee asked if anyone in the audience objected to amending the posted agenda. No one answered. Mayor Lee asked if there was any other objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. This motion carried by the unanimous vote of the City Council and therefore the agenda was amended.

Mayor Lee asked Howard Tull of Provost, Salter, Harper & Alford to explain the FY 2015-2016 Financial Statements and findings. The City Council was given the opportunity to ask questions. Mrs. Ray Helen Lawrence moved to accept the findings of the City of Port Allen Financial Statements as reported by the City's auditors, Provost, Salter, Harper & Alford. Mr. Brandon Brown seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

Mr. Hugh Riviere moved to approve Chief Brown's recommendation to hire Robyn Ross and Barnell Williams as Police Officer Trainees at Step 110, Grade A to fill two (2) vacant positions in the Port Allen Police Department. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

Mr. Hugh Riviere moved to open the public hearing to obtain views regarding authorizing the Mayor to make changes in the emergency leave policy for employees of the City of Port Allen in certain circumstances. Mrs. Ray Helen Lawrence seconded the motion. Mayor Lee asked if there was any objection. There was none and

the public hearing was opened by the unanimous consent of the members present. Mayor Lee asked if anyone in the audience wished to be heard. No one answered. Mr. Hugh Riviere then moved to close the public hearing. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Lee asked if there was any objection. There was none and the public hearing was closed by the unanimous consent of the members present.

Mr. R.J. Loupe, Jr. moved to adopt Ordinance No. 10 of 2016. Mr. Hugh Riviere seconded the motion. The Clerk read the title of the ordinance. Mayor Lee asked if there was any objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

Mr. Garry Hubble moved to open the public hearing to obtain views regarding amending the City of Port Allen General Fund budget for FY 2016-2017 to recognize additional sales tax revenues in the amount of \$21,000 and authorize this money to cover the cost of the Christmas festivities being planned for the City. Mrs. Ray Helen Lawrence seconded the motion. Mayor Lee asked if there was any objection. There was none and the public hearing was opened by the unanimous consent of the members present. Mayor Lee asked if anyone in the audience wished to be heard. No one answered. Mr. Hugh Riviere then moved to close the public hearing. Mr. Garry Hubble seconded the motion. Mayor Lee asked if there was any objection. There was none and the public hearing was closed by the unanimous consent of the members present.

Mr. R.J. Loupe, Jr. moved to adopt Ordinance No. 11 of 2016. Mrs. Ray Helen Lawrence seconded the motion. The Clerk read the title of the ordinance. Mayor Lee asked if there was any objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

Mr. Hugh Riviere moved to authorize Mayor Lee to sign the supplemental Contract Agreement #1 for professional services provided by GSA Consulting Engineers, Inc. for work on the natural gas line project. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

Mr. Brandon Brown moved to accept the job description for the Community and Economic Development Director position. After some discussion among the City Council members and the Mayor, Mrs. Ray Helen Lawrence seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call resulted as follows: YEAS: Brown, Hubble, Lawrence. NAYS: Loupe, Riviere. The motion carried.

Mrs. Ray Helen Lawrence moved to authorize Mayor Lee to advertise, interview and make a recommendation for the position. Mr. Brandon Brown seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call resulted as follows: YEAS: Brown, Hubble, Lawrence. NAYS: Loupe, Riviere. The motion carried.

Mr. Hugh Riviere moved to authorize Mayor Lee to advertise, interview and make a recommendation for a position of Laborer I in the Roads and Drainage Department. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

There were no condemnation proceedings pending. However, the City Inspector updated the City Council on the condition of the properties within the city that have been targeted for condemnation unless improvements are made to the property.

Mr. Adrian Genre provided the following list of businesses that have requested renewal of their alcoholic beverages licenses:

- Bros Food Store, 920 N. Alexander, Port Allen, LA, Class B Liquor
- Couyon's Cajun BBQ, 470 N. Alexander, Port Allen, LA, Class A Liquor
- Delirious Daiquiris, 105 N. Alexander, Port Allen, LA, Class A Liquor

- Rocky K., Inc. 430 N. Alexander, Port Allen, LA, Class B Liquor
- Jacks Place, 102 S. Jefferson, Port Allen, LA, Class A Liquor
- Knights of Columbus Hall, P.O. Box 367, Port Allen, LA, Class A Beer
- Paul's Seafood, 859 N. Alexander, Port Allen, LA, Class A Beer
- Roadrunner Bar & Lounge, 909 Court Street, Port Allen, LA, Class A Liquor

Mr. R.J. Loupe, Jr. moved to approve all of the renewals, in globo. Mr. Hugh Riviere seconded the motion. Mayor Lee asked if there was any objection. There was none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None.

Residents of Westside Village Subdivision were allowed to address their concerns to the Mayor and City Council in reference to the ongoing sewer problems and requested an update on the pending repairs to the sewer system. No action was taken by the City Council on this item.

Mayor Lee announced that the City would be hosting a children's parade for the Festival de Noel beginning at 3 p.m. on December 17, 2016, at William and Lee Park and ending at City Hall where there would be children's activities and games. Also on December 17th, the Anderson Family Toy Drive would begin at 1 p.m. to carry on their family's tradition of collecting toys for needy children at Christmas. The Senior Dinner will be held on Friday, December 16, 2016, from 6 p.m. until 8 p.m. at Marion Hall at Holy Family.

The Municipal Clerk read a formal proclamation commemorating the many, many years of dedicated public service performed by Mr. R.J. Loupe, Jr. on the occasion of his retirement. Most of his family were present and they provided him with a plaque for his service.

There being no further business to come before the City Council, Mr. Hugh Riviere moved to adjourn. Mrs. Ray Helen Lawrence seconded the motion. The motion carried without objection and the meeting adjourned at 6:55 p.m.

s/ Richard N. Lee, III
Richard N. Lee, III, Mayor

s/ Audrey A. McCain
Audrey A. McCain, City Clerk