

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
CITY OF PORT ALLEN, LOUISIANA  
WEDNESDAY, MAY 13, 2020**

The Mayor and City Council of the City of Port Allen, Louisiana, met in Regular Session at 5:30 p.m. on Wednesday, May 13, 2020, in the Council Chambers at Port Allen City Hall.

Mayor Lee called the meeting to order at 5:30 p.m. and asked Tony Arikol to lead the pledge of allegiance. A roll call vote resulted as follows:

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

Absent: None

Mr. Brandon Brown moved to approve the Minutes of the Regular Meeting of March 11, 2020. 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 adopt a Resolution informing the Louisiana Department of Environmental Quality of the actions taken by the City of Port Allen in regard to the 2019 MWPP report for its annual duty to self-evaluate the wastewater treatment plant under permit number LA00020541, Port Allen Wastewater Treatment Facility. 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 asked the Chief Financial Officer to present the proposed budgets for fiscal year 2020-2021 beginning on July 1, 2020 and ending on June 30, 2021 for all City of Port Allen funds. City Council members asked questions and no further action was taken.

Mr. Brandon Brown moved to introduce an ordinance to provide for the adoption of the budgets for the City of Port Allen for all funds for fiscal year 2020-2021. Mrs. Ray Helen Lawrence 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 advertise, interview and make a recommendation to hire someone for the position of Head Payroll Clerk/Human Resources Director due to the retirement of Mrs. Robin Hebert after twenty-five (25) years of service to the citizens and employees 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.

City Attorney Alvarez stated that Agenda Item No. 9 was moot because Mr. Joseph stated he wished to have the discussion in the public meeting.

Mayor Lee recommended hiring Lance C. Joseph to the position of Chief Administrative Officer and stated his reasons. The City Council heard from Mr. Joseph and several members of the public regarding this matter. The City Council had an opportunity to ask questions of Mr. Joseph and Mayor Lee. Mr. Brandon Brown moved to approve Mayor Lee's recommendation for the position of Chief Administrative Officer. 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 approve Chief Brown's recommendations to hire four (4) full-time police officer to fill vacancies in the police department, namely, Justin McFarlain at Step 112, Grade A, Clint Walker at Step 112, Grade A and to conditionally approve hiring Revay Smith at Step 112, Grade A, and Chassity Journet at Step 112, Grade A upon passage of the Matrix Examination required by the City's insurance company. 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. The motion carried.

Mr. Hugh Riviere moved to authorize Chief Brown to advertise, interview and recommend hiring two (2) additional police officers due to vacancies in the department—one for permanent hiring and one for temporary due to the extended military leave granted to one of the City's police officers. 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. The motion carried.

Mr. Garry Hubble moved to authorize Chief Brown to continue paying the City's school crossing guards at the same rate and hours as last Spring's school year and shared equally between Troy Truxillo and Jerry Bourgeois since they share duties at the same location. 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 approve Mayor Lee's recommendation hire Marvin Morgan for the vacant position of Laborer I in the Roads and Drainage Department at Step 101, Grade E. Mrs Ray Helen Lawrence 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 approve Mayor's Lee's recommendation to continue paying employee's full salary in compensation for working revised work schedules during the COVID-19 event until determined by Mayor Lee. 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 stated that he intended to go back to a regular work schedule beginning Monday, May 18, 2020, but would leave the City Hall building closed to visitors until Tuesday, May 26, 2020 with restrictions.

Mayor stated that the next three items were for proclamations that did not require City Council approval for the following: Recognize May 7, 2020 as the National Day of Prayer; Recognize the Louisiana Community Development Black Grant Program "Community Development Week" of April 13-18, 2020; and Recognize the 52<sup>nd</sup> anniversary of the Nation Fair Housing Law's "Fair Housing Month" April, 2020. No further action was necessary nor any action taken.

Mr. Garry Hubble moved to approve Mayor Lee's recommendation to change Ron Garlington's classification from temporary substitute to Supervisor over the Wastewater Treatment Plant after successfully completing his supervisor training. 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 extend the Declaration of Emergency previous adopted on March 23, 2020 which expired on April 22, 2020 until May 15 2020. Mr. Garry Hubble 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.

City Attorney stated that there were no condemnations pending at this time.

Mayor Lee stated that there were no alcoholic beverage permits pending.

Mayor Lee announced that there would be a COVID-19 testing site at the Port Allen Community Center on Jefferson Avenue beginning at 8:00 a.m. Mayor Lee stated that all city employees would return to their regular work schedules on Monday, May 18, 2020. Mayor Lee announced that an update would be provided to the City Council at the next council meeting in reference to the recent increase in vehicle burglaries in the city. Mayor Lee announced that Port Allen High School would be holding the 2020 graduation on May 23, 2020 at 1 p.m.

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 7:10 p.m.

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

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