

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF PORT ALLEN, LOUISIANA
WEDNESDAY, SEPTEMBER 9, 2020**

The Mayor and City Council of the City of Port Allen, Louisiana, met in Regular Session at 5:30 p.m. on Wednesday, September 9, 2020 in the Council Chambers at Port Allen City Hall.

Mayor Lee called the meeting to order at 5:35 p.m. and asked Doyle McGee 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. Hugh Riviere moved to approve the Minutes of the Regular Meeting of August 12, 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.

Mrs. Ray Helen Lawrence moved to authorize Mayor Lee to sign the documentation relative to the Certificate of Substantial Completion of Project Number 11415.07 – the Westside Village Sewer Backup Relief Project and authorize Mayor Lee to pay RFP #5 to Tullier Services, LLC in the amount of \$60,247.10 as recommended by City Engineer Tony Arikol. 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.

City Attorney Alvarez explained the reason for two amendments to the posted Agenda. The first amendment was technical in nature and was for the purpose of re-numbering the Ordinances being proposed from Ordinances Numbered 7, 8, and 9 to Ordinances Numbered 8, 9, and 10 instead. Mr. Brandon Brown moved to amend the posted Agenda to change the numbering and consider it as Item Number 5A. Mr. Carey Williams seconded the motion. Mayor Lee asked if there was any opposition. There was none. Mayor Lee asked if there was any opposition from the audience in reference to the requested amendment. No one answered. City Attorney reminded the City Council that a unanimous vote was required to amend a posted Agenda. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The posted Agenda was amended to include Item 5A. City Attorney Alvarez explained the reason for the second amendment to the posted Agenda was to renumber the consumption range on the adoption of Ordinance No. 8 (re-numbered) to be 1 – 2,499 gallons for light commercial consumption, 2,500 – 7,499 gallons for medium commercial consumption, and 7,500 gallons and over for heavy commercial consumption. Mr. Hugh Riviere moved to amend the posted Agenda to change these ranges to match the ranges shown in the proposed ordinance and make the item Agenda Item 5B. Mr. Carey Williams seconded the motion. Mayor Lee asked if there was any opposition. There was none. Mayor Lee asked if there was any opposition from the audience in reference to the requested amendment. No one answered. City Attorney again reminded the City Council that a unanimous vote was required to amend the posted Agenda. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The posted Agenda was amended to include item 5B.

Mrs. Ray Helen Lawrence moved to compromise with the affected property owners at 729 Avenue B and 309 Whitehead Boulevard on the sewer tie-in costs to require each property owner pay \$2,300 toward the cost and for the City to absorb the balance of the invoice. 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, Riviere, Williams. NAYS: None. The motion carried.

Mr. Hugh Riviere moved to introduce an ordinance to amend the City of Port Allen's Budgets for FY 2020-2021 in the General Fund, Water and Gas Fund, and Sewer Fund to cover the cost of the purchase of capital equipment to be used by all public works departments in the amount of \$8,100 to be shared among them for GPS collection equipment for underground utility infrastructure. 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 recognized Doyle McGee from Port Allen Middle School to request funds from the City's Recreation Expense GL account to assist with the startup of a baseball and softball program for middle school children. Mr. McGee introduced Dawn Courtade and Madison Callahan who would be the volunteer coaches for the softball program. Mr. McGee explained the details of the planned programs and asked for any financial consideration the City Council would provide, so he would know how much more funds he would need to fundraise to reach financial goals of the programs. Mayor Lee told Mr. McGee that he would put the item on the next committee meeting next month and include the documentation he had provided to the City Council for them to consider funding. No further action was requested nor taken by the City Council.

Mrs. Ray Helen Lawrence moved to approve Mayor Lee's recommendation to appoint Mrs. Loretta Isaac, 1220 Court Street, Port Allen to the Port Allen Board of Adjustments to replace Lisa Lawson whose term expired December 31, 2016. 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.

Mayor Lee opened the public hearing to obtain views regarding an ordinance to more specifically define usage amounts for each category of the sewer impact fee for commercial users. One person had signed up to speak on the topic and he was allowed to ask questions for clarification of the ordinance. 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 adopt Ordinance No. 8 of 2020 (renumbered) to more specifically define usage amounts for each category of the sewer impact fee for commercial users as follows:

- 1-2,499 gallons per month for light commercial
- 2,500 – 7,499 gallons per month of medium commercial
- 7,500 gallons and up per month for heavy commercial

The Municipal Clerk read the title to the proposed ordinance, as amended. Mr. Carey Williams 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.

Mayor Lee opened the public hearing to obtain views regarding the adoption of an ordinance to adjust the Port Allen Sewer Fund's Budget to authorize the purchase of a new telemetry RTU at the Avenue D lift station. No one signed in to be heard on this item. 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. 9 of 2020 to provide for a budget adjustment to the Port Allen Sewer Fund's FY 2020-2021 budget to purchase the telemetry equipment. 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.

Mayor Lee stated that the administration had not received enough information to prepare the specific language in a proposed ordinance so we would pass the public hearing for now and use the item for discussion only.

The Chief Administrative Officer explained to the City Council that the parish and other municipalities had been meeting recently to come up with the proposed language of the ordinance, but had not yet come up with a consensus. The discussion would continue and the administration will bring the matter back once the details have been worked out. Therefore, the matter was deferred to the October, 2020 Agenda. No further action was requested of nor taken by the City Council.

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

The Chief Administrative Officer stated that there were no alcoholic beverage permits pending at this time.

Mayor Lee announced that the City would remain in Phase II until Governor Edwards authorizes moving to Phase III. Mayor Lee also announced that the contact person with the City in reference to garbage complaints is Mrs. Carolyn Deloch.

There being no further business to come before the City Council, Mr. Hugh Riviere moved to adjourn. Mr. Carey Williams seconded the motion. The motion carried without objection and the meeting adjourned at 6:11 p.m.

Richard N. Lee, III, Mayor

Audrey A. McCain, City Clerk