

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
CITY OF PORT ALLEN, LOUISIANA  
WEDNESDAY, DECEMBER 11, 2019**

The Mayor and City Council of the City of Port Allen, Louisiana, met in Regular Session at 5:30 p.m. on Wednesday, December 11, 2019, in the Council Chambers at Port Allen City Hall.

Mayor Lee called the meeting to order at 5:30 p.m. and asked Mr. Jim Charleville 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

Mrs. Ray Helen Lawrence moved to approve the Minutes of the Regular Meeting of November 13, 2019. Mr. Brandon Brown 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.

Mr. Brandon Brown moved to amend the posted Agenda to hear from Mrs. Rose Roche' to provide an update on the Christmas on Court Street event. Mr. Hugh Riviere seconded the motion. Mayor Lee asked if anyone had an objection to amending the posted Agenda. No one answered. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Riviere, Williams. NAYS: None. The motion unanimously carried and the item will be considered as Item No. 17A on the amended Agenda.

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 Ken Alford with the auditing firm of Provost, Salter, Harper & Alford to review the audit report for the City of Port Allen financial statements for fiscal year 2018-2019. The Mayor and City Council were asked if there were any questions. Mr. Alford answered those questions. Mr. Hugh Riviere moved to accept the 2018-2019 audit report of the City's financial statements and findings. 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. Garry Hubble asked Mr. Jim Charleville to come up to the podium to recognize him with a formal commendation Resolution congratulating him on his many years of public service. Mr. Charleville's family was present and took pictures.

Mr. Timmy Lemoine and Mr. Todd Abshire of the Louisiana Rural Water Association were asked to provide a presentation on the results of a utility rate study for water, gas, and sewer current fees. They recommended a reduction in the minimum 3,000 gallons usage as compared to a rate increase. The City Council was allowed to ask questions on different alternatives. No further action was requested and no further action was taken by the City Council.

Mr. Hugh Riviere moved to authorize Mayor Lee to sign a Certificate of Substantial Completion on the Whitehead Boulevard walking trail project. 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. Hugh Riviere moved to authorize Mayor Lee to sign a Change Order on the Whitehead Boulevard walking trail project. 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 to obtain views regarding the adoption of an ordinance to approve and set the zoning status for the newly annexed property on Court Street which was recently annexed into the city limits of the City of Port Allen, La. No one had signed in to address the City Council on this subject. Mayor Lee closed the public hearing.

Mr. Hugh Riviere moved to adopt and set the zoning for the newly annexed area on Court Street as R-2 for Phase 1, R-2 for Phase 2, and R-1 for Phase 3 and stated the reasons for his motion. Mr. Garry Hubble seconded the motion. Ordinance No. 8 of 2019 was read by title. Mayor Lee asked if there was any opposition. There was none. A roll call vote resulted as follows: YEAS: Hubble, Riviere. NAYS: Brown, Lawrence, Williams. The motion failed. Mr. Brandon Brown moved to adopt and set the zoning for the newly annexed area on Court street as recommended by the Port Allen Planning and Zoning Commission and previously approved by the City Council. Mr. Carey Williams seconded the motion. The title of Ordinance No. 8 of 2019 had already been read. 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 Esdron Brown's recommendations to hire Dantrail Butler to fill the temporary position (currently held by Justin Smith who is on extended military leave) at Grade 110, Step A, Jeffery Sloan at Grade 110, Step A, and Justin LaGarde at Grade 112, Step A in the Port Allen Police Department. 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 Engineer, Tony Arikol, of P.E.C. was asked to address the City Council regarding future plans for a new wastewater treatment plant. Mr. Arikol identified three items that the Council would have to consider prior to his involvement: 1. Site selection. 2. Funding mechanisms. 3. A current approximately \$500,000 annual expenditure. No further action was requested and no further action was taken.

Mr. Garry Hubble moved to approve compensatory time for any City employees who works and/or assist with the Christmas on Court Street event on December 13, 14, and 15, 2019 for any time post the employee's regular work schedule. 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 explained the reasons why he was recommending the hiring of Mr. Joe Deloch as a part-time, Class IV operator at the wastewater treatment plant on a temporary basis until a Class IV Operator/Supervisor is hired at the plant. After a lengthy discussion among members of the City Council and Mayor Lee, Mr. Brandon Brown moved to approve Mayor Lee's recommendation to hire Mr. Joe Deloch at the wastewater treatment plant. 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: Brown, Lawrence. NAYS: Hubble, Riviere, Williams. The motion failed.

Mr. Hugh Riviere moved to approve Mayor Lee's recommendations for step increases for several individuals for newly hired employees who completed their six-month probationary period and those employees receiving a recognition award for 2019. 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.

Heard from Kevin Lawrence concerning the two (2) unsolved homicides in 2019. No further action was requested and no further action was taken by the City Council.

Mrs. Rose Roche' addressed the City Council to provide an update of the activities scheduled for December 13-15 for the Christmas on Court Street event. She asked the City Council for approve for additional spending in the amount of \$900 to cover some unexpected costs for the event. Mr. Brandon Brown moved to authorize spending an additional \$900 on this event. 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 there were no condemnation proceedings pending at this time.

Adrian Genre stated that the following alcoholic beverage permits were pending renewal:

- Chevron Food Mart, 704 S. Alexander Ave—Liquor Class B Package Retail (offsite consumption)
- Circle K Stores, 650 S. Alexander Ave—Liquor Class B Package Retail (offsite consumption)
- Hubbens, Inc., 560 N. Alexander Ave—Liquor Class B Package Retail (offsite consumption)
- Jack's Place, 102 S. Jefferson Ave—Liquor Class A Retail Saloon (onsite consumption)
- Knights of Columbus, 679 N. Jefferson Ave—Beer Class A Retail Saloon (onsite consumption)
- Reed's Sports Bar, 855 N. Alexander Ave—Liquor Class A Retail Saloon (onsite consumption)

Mr. Hugh Riviere moved to approve the 2020 Alcoholic Beverage License renewals, in globo. 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.

Mayor Lee stated that the Annual Senior Holiday Dinner is scheduled for the Port Allen Community Center on Thursday, December 19, 2019 and there would be sexual harassment training held on the same day on the 3<sup>rd</sup> floor for all city employees from 11 a.m. until 2 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 8:40 p.m.

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Richard N. Lee, III, Mayor

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Audrey A. McCain, City Clerk