

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF PORT ALLEN, LOUISIANA
WEDNESDAY, December 8, 2021**

The Mayor and the City Council of the City of Port Allen, Louisiana met in regular session on Wednesday, December 8, 2021 in the Council Chambers of Port Allen City Hall.

Mayor Lee called the meeting to order at 5:30PM and Kevin Durbin led the pledge of allegiance. Council members present were: Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy and Mr. Riviere.

A motion was made by Mr. Brown and seconded by Mrs. Lacy to approve the minutes of the regular meeting of November 10, 2021. The motion carried by unanimous consent of the members present.

A motion was made by Mrs. Lacy and seconded by Mr. Riviere to add an item 5-A to the agenda considering extending the hours of operation for all bars in the City of Port Allen on Sunday, December 19, 2021 until midnight. A roll call vote was as follows: Yeas: Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy, Mr. Riviere; Nays: None. Motion passed.

A motion was made by Mrs. Gordon and seconded by Mr. Riviere to approve extending the hours of all bars in the city of Port Allen on Sunday, December 19, 2021 until midnight. A roll call vote was as follows: Yeas: Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy, Mr. Riviere; Nays; none. Motion passed.

A motion was made by Mrs. Gordon and seconded by Mr. Brown to approve a step increase for Officer Revay Smith from Step 112, Grade E to Step 112, Grade H. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy, Mr. Riviere; Nays; none. Motion passed.

A motion was made by Mrs. Gordon and seconded by Mr. Brown to approve a salary increase for Breanna Jones, Assistant Chief Financial Officer from step grade 120-A to step grade 120-B upon completion of her six-month probationary period. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere; Nays; Mr. Hubble. Motion passed.

A motion was made by Mrs. Lacy and seconded by Mr. Brown to promote Caprisa Carter from part-time full-time utility clerk at a grade 109C. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy; Nays; Mr. Hubble, Mr. Riviere. Motion passed.

A motion was made by Mr. Brown and seconded by Mrs. Lacy to approve advertising for a part-time office clerk in the Utility Department. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere; Nays; Mr. Hubble. Motion passed.

A motion was made by Mr. Riviere and seconded by Mr. Hubble to accept the cooperative endeavor agreement for building projects plan review inspections and condemnation report services with the Parish of West Baton Rouge. A roll call vote was as follows: Yeas; Mrs. Gordon, Mr. Hubble, Mr. Riviere; Nays; Mr. Brown, Mrs. Lacy. Motion passed.

Representatives from Provost, Salter, Harper and Alford presented a review of the year 2020-2021 financial audit report regarding the financial condition of the City of Port Allen.

A motion was made by Mr. Brown and seconded by Mr. Riviere to enter into executive session pursuant to La. R.S.42: 17(A)(4) to discuss the status of the investigative proceedings regarding allegations of misconduct. A roll call vote was as follows: Yeas: Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy, Mr. Riviere. Nays: None. Motion passed.

A motion was made by Mrs. Gordon and seconded by Mr. Hubble to enter back into regular session. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy, Mr. Riviere. Nays; None. Motion passed.

There were no condemnation proceedings.

A motion was made by Mr. Riviere and seconded by Mrs. Gordon to accept the issuance of alcoholic beverage permits to the following businesses:

- Walgreens #15366 – liquor retail, class B
- Chester Holdings, LLC, DBA Court Street Café, Class A
- HUBBENS, Inc DBA HUBBENS Supermarket, Class B
- Circle K Stores, Inc. # 2709733, Class B
- Rocky K, Inc. DBA Easy Mile, Class B
- Jacks Place, Class A
- New Road Runner II, Class A

A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mr. Hubble, Mrs. Lacy Mr. Riviere. Nays; None. Motion passed.

Announcements:

- The Annual Senior Citizen Holiday Gala will be held on Thursday, December 16, 2021 from 6:00 pm until 8:00 pm
- Christmas on Court Street Festival will be held December 17-19 on Court Street at the Levee
- The annual mandatory workshop will be held on Wednesday, December 22, 2021 from 11:00 am until 1:00 pm for all city employees in the council chamber.

- Council Charlene Gordon will hold her annual Toy give-a-way on December 11, 2021 at Cohn Elementary School beginning at 10:00 am.
- The Anderson Family annual Toy give-a-way will be held on December 18, 2021 beginning at 1:00 pm.
- The Inmate Christmas drive is in process and will accept items until 3:00 pm on December 17th
- There will be Christmas Caroling at the Centennial Park on December 23, 2021

A motion was made by Mr. Brown and seconded by Mr. Riviere to adjourn the meeting.

Meeting was adjourned at 7:58PM.

a/ Richard N. Lee, III, Mayor

a/ Rose A. Roche', Municipal Clerk