

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF PORT ALLEN, LOUISIANA
WEDNESDAY, FEBRUARY 12, 2014**

The Mayor and City Council of the City of Port Allen, Louisiana, met in regular session at 5:32 p.m. on Wednesday, February 12, 2014, in the Council Chambers at Port Allen City Hall.

Interim Mayor Marilyn B. Robertson called the meeting to order at 5:30 p.m. Mayor Robertson asked Mrs. Ray Helen Lawrence to lead the pledge of allegiance. Roll was called, resulting as follows:

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

Absent: None

Mrs. Ray Helen Lawrence moved to approve the Minutes of the Regular Meeting of January 8, 2014. Mr. Garry Hubble seconded the motion. Mayor Robertson asked if there was any objection. There were none and the motion carried by unanimous consent of the members present.

Mayor Robertson explained to the audience the procedure for public input at the Regular Meetings of the Port Allen City Council and read aloud the City's ordinances concerning public participation in the meeting.

Mr. Hugh Riviere moved to introduce an ordinance to amend the FY 2013-2014 budgets to reflect an increase in the money available for Chief Brown to purchase police vehicles. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mrs. Ray Helen Lawrence opened the discussion regarding the construction of several houses on Court Street. Several members of the audience expressed their concerns. The administrative staff provided information and answered questions. No action was taken by the Council.

Mr. Garry Hubble asked the Chief Financial Officer to explain the necessity of this budget amendment in the Sewer Fund. After the explanation was given, Mr. R.J. Loupe, Jr. moved to introduce an ordinance to amend the FY 2013-2014 budgets to reflect an increase in the money available in the Sewer Fund to cover the cost of the purchase of two sludge pumps for the Waste Water Treatment Plant. Mr. Garry Hubble seconded the motion. The Chief Financial Officer explained to the Council that both of these budget amendments would be in a single ordinance requesting adoption at next month's meeting. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mrs. Ray Helen Lawrence moved to adopt a Resolution in support of the West Baton Rouge Parish Museum's grant for levee-top and ramp improvements. Mr. Brandon Brown seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mrs. Ray Helen Lawrence moved to adopt a Resolution acknowledging and supporting the City's Arbor Day activities scheduled for February 26, 2014. Mr. Hugh Riviere seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mayor Robertson announced that she recommends Audrey A. McCain for the position of City Clerk for the City of Port Allen. Mr. Garry Hubble moved to approve Mayor Robertson's recommendation. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. A roll call

vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mr. Garry Hubble moved to introduce an ordinance in reference to administrative procedures regarding the setting salaries of the elected officials and other municipal officers of the City of Port Allen. Mr. Hubble explained that this was the same ordinance the City Council had discussed and approved in 2013. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mr. Garry Hubble moved to introduce an ordinance to amend Chapter 2, Article III, Division 4, Section 2-135 to clarify department head positions already established within the City of Port Allen. Mr. Hubble explained that this was the same ordinance the City Council had discussed and approved in 2013. Mr. Hugh Riviere seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Loupe, Hubble, Riviere NAYS: Lawrence, Brown The motion carried.

Mr. Garry Hubble moved to introduce an ordinance to modify the language of the City's current hiring ordinance. Mr. Hugh Riviere seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mr. Garry Hubble moved to introduce an ordinance requiring two signatures on all City of Port Allen bank accounts. Mr. Hubble stated that this procedure had been recommended by the City's auditor. Mr. Hugh Riviere seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mr. Garry Hubble moved to create the full-time position of Protective Inspections/Facilities Custodian, authorize the adoption of the job description previously provided to the City Council, authorize the Pay/Plan Grade/Step of 107A at a salary of \$27,295.71, and authorize advertisement for the position. Mr. Brandon Brown seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mr. Garry Hubble moved to rename Robin Ackerman's position from Administrative Coordinator assigned to payroll to Human Resources Director/Head Payroll Clerk at a PayPlan Grade/Step of 117D. Mr. Brandon Brown seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mr. Hugh Riviere moved to authorize Mayor Robertson to sign a letter of engagement to hire the law firm of Kean Miller to assist with updating the City's Employee Handbook. Members of the audience were allowed to ask questions. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mr. Hugh Riviere moved to authorize Chief Brown to advertise for two positions for police officers for the City of Port Allen due to the recent resignation of two police officers. Mrs. Ray Helen Lawrence seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mr. Hugh Riviere moved to approve hiring Mr. Alaric J. Celestine as Police Officer Trainee at Grade 110, Step A for a six (6) month probationary period. Mr. Brandon Brown seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mrs. Ray Helen Lawrence moved to adopt Resolutions (in globo) commending the following individuals for their contributions to the City of Port Allen in honor of Black History Month: Mr. Jones, Mr. Granger, Mr. Johnson, and Mr. Brown. Mr. Brandon Brown seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mr. Brandon Brown moved to adopt Resolutions commending the following Fire Department Volunteers for outstanding achievement and many years of dedicated service to the citizens of Port Allen; Emile White, Rick Boudreaux, and Anthony Summers. Mr. Hugh Riviere seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Mr. R.J. Loupe, Jr. moved to appoint Mrs. Anne Lemoine to fill a vacant seat on the City of Port Allen's Board of Adjustments. Mrs. Ray Helen Lawrence seconded the motion. Mayor Robertson asked if there were any objections. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mrs. Ray Helen Lawrence moved to go into Executive Session to discuss pending litigation with City Attorney Lance Joseph in the matter entitled "Audrey McCain v. Demetric Slaughter, in her individual capacity, as well as her official capacity as The Mayor of the City of Port Allen, Louisiana, 18th Judicial District Court, Parish of West Baton Rouge, Suit Number 40,597, Division C." Mr. Garry Hubble seconded. The motion carried by the unanimous consent of the members present. The members retired to the conference room with City Attorney to discuss the pending litigation.

Mr. Hugh Riviere moved to end the Executive Session. Mr. Brandon Brown seconded the motion. Mayor Roberson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Lawrence, Loupe, Brown, Hubble, Riviere NAYS: None The motion carried.

Mr. Adrian Genre indicated that there was one alcoholic beverage permits pending for T'JEQ, LLC for a Class A Liquor—Retail Saloon permit for a business named Club Louisiana Live located at 855 N. Alexander in Port Allen. Mrs. Ray Helen Lawrence moved to approve the permit pending the completion of a criminal background check. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. There were none and the motion carried by unanimous consent of the members present.

Interim Mayor Lynn Robertson announced to the audience that after having served as Mayor of the City of Port Allen for several years in the past and having served with many different employees and administrative staff during those years, she stated for the record she is unaware of any instance where a City employee has done anything for personal gain to the detriment of the citizens of the City of Port Allen.

There being no further business to come before the City Council, Mr. Brandon Brown moved to adjourn. Mr. R.J. Loupe, Jr. seconded the motion. The motion carried without objection and the meeting adjourned at 7:40 p.m.

s/ Marilyn B. Robertson
Marilyn B. Robertson, Interim Mayor

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