

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF PORT ALLEN, LOUISIANA
WEDNESDAY, APRIL 9, 2014**

The Mayor and City Council of the City of Port Allen, Louisiana, met in regular session at 5:30 p.m. on Wednesday, April 9, 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. and asked Mayor-Elect Richard Lee, III 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 March 12, 2014 and the Special Meeting of March 24, 2014. Mr. Garry Hubble 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 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 approve Chief Brown's recommendation to hire Daryl Sam as Police Officer Trainee at Grade 110, Step A for a six (6) month probationary period. Mr. Garry Hubble seconded the motion. Mayor Robertson 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.

Mayor Robertson announced that there will be a public meeting on May 14, 2014 at 5:30 p.m. in the City Council Chambers located at 375 Court Street, Port Allen, Louisiana, at which the City Council of Port Allen intends to continue the ad valorem property taxes of 7.67 mills for General Alimony and 5.48 mills for the Port Allen Police Department for all property assessed within the city limits of Port Allen, Louisiana for the tax year 2014.

Mr. Hugh Riviere moved to authorize the Mayor to advertise for two vacant positions in the police department. 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. R.J. Loupe, Jr. moved to authorize Mayor Robertson to sign a contract with GSA & Associates for implementation of the road improvements program. Mr. Hugh Riviere seconded the motion. Mayor Robertson 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. Hugh Riviere moved to authorize Mayor Robertson to hire an architect to evaluate and prepare a report on the structural and environmental integrity of the Old City Hall Building. Mrs. Ray Helen Lawrence seconded the motion. Mayor Robertson 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. Hugh Riviere moved to authorize Mayor Robertson to hire outside legal counsel to evaluate and provide a status update of the annexation of additional property within the city limits of the City of Port Allen. Mrs. Ray Helen Lawrence seconded the motion. Mayor Robertson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. The motion carried.

Mr. Hugh Riviere moved to introduce an ordinance to increase the current garbage rates charged to customers with a graduated increase to reach the actual contractual amount charged by the City's third-party service provider for each customer. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. The motion carried.

Mayor Robertson introduced four new employees with the City of Port Allen, namely, Brandi Patin Cline as Office Clerk in the Utility Department at Grade 109, Step C; Milan Lathers as Protective Inspections/Custodian in the Protective Inspections Department at Grade 107, Step A; Raymond Plains as a Mechanic in the Fleet Maintenance Department at Grade 112, Step N; and Curt Richardson as a Laborer I in the Roads and Drainage Department at Grade 101, Step A. Each position is for a six (6) month probationary period. The Mayor stated that there is money to cover the salaries for each of these employees in their respective departments and a budget amendment would be necessary to adjust the budgeted salary for Mr. Lathers. Also, the Mayor certified to the City Council that each employee meets the qualifications of their position as outlined in their respective job descriptions.

Mr. Brandon Brown moved to authorize the Mayor and administrative staff to begin the implementation process of accepting debit and credit cards for utility payments. 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 adopt a Resolution regarding city policy in reference to the original applications, the original tests given to applicants in all departments, and all medical information being required to be kept in the personnel file of each employee and locked in the Office of the Human Resources Director. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. The motion carried.

Mr. R.J. Loupe, Jr. moved to adopt a Resolution to adopt the West Baton Rouge Parish All Hazard Emergency Operations Plan as discussed in the committee meeting. Mr. Garry Hubble 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 declare two (2) police vehicles to be surplus and authorize the administration to sell the property at a public auction in accordance with law. Mr. R.J. Loupe, Jr. seconded the motion. Mayor Robertson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. The motion carried.

Mr. Brandon Brown moved to adopt a Resolution acknowledging April as Parliamentary Law month. Mrs. Ray Helen Lawrence seconded the motion. Mayor Robertson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Brown, Hubble,

Lawrence, Loupe, Riviere. NAYS: None. The motion carried.

Mr. Hugh Riviere moved to adopt a Resolution on behalf of the City of Port Allen acknowledging, recognizing and commending Interim Mayor Lynn Robertson for her exemplary record of public service to the citizens of the City of Port Allen. The City Clerk was asked to read a formal Resolution on behalf of the City of Port Allen. Mr. R.J. Loupe seconded the motion. Mayor Robertson asked if there were any objections. There were none. A roll call vote resulted as follows: YEAS: Brown, Hubble, Lawrence, Loupe, Riviere. NAYS: None. The motion carried.

Mayor Lynn Robertson and the City Council proclaimed April 4, 2014 as Arbor Day in the City of Port Allen, Louisiana.

Mr. Adrian Genre stated that there were no alcoholic beverage permits pending.

Mayor Lynn Robertson took a personal privilege to thank each of the City Council members and the citizens of Port Allen for the opportunity to be of service to the City and personally thanked all of the City's employees for their work on behalf of the citizens of Port Allen. Mayor Robertson wished Mayor-Elect much success during his tenure and offered assistance to him as he begins his new administration.

There being no further business to come before the City Council, Mr. R.J. Loupe, Jr. moved to adjourn. Mrs. Ray Helen Lawrence seconded the motion. The motion carried without objection and the meeting adjourned at 6:19 p.m.

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

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