

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
CITY OF PORT ALLEN, LOUISIANA  
WEDNESDAY, DECEMBER 13, 2023**

The Mayor and the City Council of the City of Port Allen, Louisiana met in regular session on Wednesday, December 13, 2023, in the Council Chambers of Port Allen City Hall.

Mayor Lee called the meeting to order at 5:42 PM. The pledge of allegiance was recited. Council members present were: Mr. Brown, Mrs. Gordon, Mrs. Lacy and Mr. Riviere. Absent: Mr. Hubble.

A motion was made by Mr. Brown and seconded by Mrs. Gordon to amend the agenda to consider a recommendation of the Planning and Zoning Commission concerning lots of California and 6<sup>th</sup> streets. This would be item 11-A. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays, none: Abstain; None: Absent: Mr. Hubble.

A motion was made by Mr. Brown and seconded by Mrs. Gordon to amend the agenda to add item 22-A. Consider authorizing Mayor Lee to declare Tuesday, December 26, 2023 a city holiday. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; None: Absent; Mr. Hubble. Motion passed.

A motion was made by Mrs. Gordon and seconded by Mr. Brown to approve the minutes of the regular meeting of November 8, 2023. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: abstain; None; Absent; Mr. Hubble. Motion passed.

Mr. Kenneth Alford for the auditing firm addressed the Council concerning the City's audit not being complete by December 31.

Mr. Tony Arikol addressed the Council concerning the status of the compliance order by DEQ received on 12/4/23 concerning the Waste Water Treatment Plant.

Mr. Tony Arikol gave the Council an update of the improvements to the influent pumps and wet pit at the Waste Water Treatment Plant.

A motion was made by Mrs. Lacy and seconded by Mr. Riviere to approve the hiring of Colby Washington as a post certified officer at Step-Grade 112-A in the Port Allen Police Department. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: abstain; None: Absent: Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mr. Riviere to approve a variance adjustment of eight feet for 441 Courthouse Street due to a failed quorum of the Board of Adjustment members at the October 5, 2023. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: abstain; None: Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mrs. Gordon to approve a variance adjustment of eight feet for 567 Avenue C due to a failed quorum of the Board of Adjustment members at the October 5, 2023. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: abstain; None: Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mrs. Gordon to approve the final plat contingent upon completion as per the plans: Westview Crossing-First filing-phase two lots 77-130, Parcel owners: Noland-Mckay WBR, LLC and/or WVX, LLC as unanimously recommended by the Planning and Zoning Commission. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made Mr. Riviere and seconded by Mr. Brown to approve the re-subdivision of two lots in Cohn Subdivision located on California and 6<sup>th</sup> Streets as approved and recommended by the Planning and Zoning Commission. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Riviere and seconded by Mrs. Gordon authorizing Mayor Lee to approve in globo 6-month probationary pay increases for the following: **ROADS AND DRAINAGE** Treylin Johnson, from 101-C to 101-D, effective 12/15/2023: Jyric Johnson, from 108-A to 108-B, effective 12/20/2023: Daryl Louis from 114-I to 114-J effective 12/16/2023. **WASTE WATER TREATMENT:** Marcus Williams from 112-B to 112-C effective 12/05/23. **METER READER:** Daniel Horner from 107-I to 107-J. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mrs. Lacy to authorize Mayor Lee to approve promotions in globo for the following employees effective December 14, 2023:**ROADS & DRAINAGE;** Jerry Thomas, Jr. from part-time to full-time laborer II; Step increase to 108-A : John Adams from part-time to full time laborer I step increase to 101-C. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mrs. Gordon to authorize Mayor Lee to approve pay increases due to additional duties of the following employees: **ROADS & DRAINAGE:** Larry Hayes from 107-B to 107-C and Terrell Rogers from 108-A to 108-B. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Riviere and seconded by Mr. Brown to authorize Mayor Lee to approve a pay increase for thirty years of service in the **PUBLIC WORKS** Department to Aaron Landry effective December 13, 2023. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Riviere and seconded by Mr. Brown to authorize Mayor Lee to create an additional meter reader position in anticipation of a vacancy due to retirement. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mr. Riviere to introduce an ordinance amending the Capital outlay fiscal year 2023-2024 budget by an increase of \$55,000.00 to cover the cost of updating the controls for the air conditioning unit at city hall. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mrs. Gordon and seconded by Mrs. Lacy to enter into an executive session pursuant to La.R.S. 42:17(1)(2)and (A)(4) to discuss an EEOC complaint asserted against the City. A roll

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

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

A motion was made by Mr. Brown and seconded by Mrs. Gordon recommending that the Council retain an attorney in the matter concerning the EEOC complaint asserted against the city. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

There were no condemnation Proceedings

A motion was made by Mr. Riviere and seconded by Mr. Brown to approve in globo the following Alcoholic and Beverage permits: Knight of Columbus Hall (Beer), Chesters Holding ( Class A-Liquor), Walgreens (Class B-Liquor), Circle K Stores (Class-B Liquor), Jack's Place (Class A-Liquor), Hubbens (Class B-Liquor) Cou-Yons (Class A-Liquor). A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

A motion was made by Mr. Brown and seconded by Mrs. Gordon to approve the alcoholic and beverage permit for Tiger Tobacco Discount once they are approved by the state (Class B-Liquor), A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; Absent; Mr. Hubble. Motion passed.

Announcements:

- Mayor Lee announced the cancellation of the Christmas Parade
- There will be mandatory Sexual Harassment training on Wednesday, December 20, 2023 at the William and Lee Community Center beginning at 11:00 am
- The Anderson Family Christmas Toy give-a-way will be December 23<sup>rd</sup>.
- The inmate project sponsored by Mrs. Lacy last day for collection will be Friday
- There will be late fee for taxes after December 31<sup>st</sup>

A motion was made by Mrs. Gordon and seconded by Mr. Brown to add an additional holiday after Christmas for Tuesday, December 26, 2023. A roll call vote was as follows: Yeas; Mr. Brown, Mrs. Gordon, Mrs. Lacy, Mr. Riviere: Nays; None: Abstain; None: Absent; Mr. Hubble.

A motion was made by Mrs. Gordon and seconded by Mr. Brown for adjournment of the meeting at 6:58 PM

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a/Richard N. Lee, III, Mayor

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a/Rose A. Roche', Municipal Clerk

