

Town of Lockport
Lockport, Louisiana

Minutes of Regular Meeting September 20, 2011

The Mayor and Town Council met in regular session on Tuesday, September 20, 2011, at 7:00 P.M., at the Lockport Town Hall Complex.

A. Call to Order, B. Opening Prayer, C. Pledge of Allegiance

Mayor Champagne called the meeting to order. The opening prayer was offered by Town Clerk Gerard Leonard, followed by the Pledge of Allegiance led by Mayor Champagne.

D. Roll Call

The roll was called with the following present: Mayor Champagne, Councilmen Donovan Barker, Paul Champagne, Rodney Hartman, Craig Rogers, and Weldon Triche. Also present were Police Chief Warren Vedros and Town Attorney Mitchell Theriot.

E. Approval of August 16, 2011 Minutes

Mayor Champagne asked if there were any corrections or comments concerning the minutes of the August 16, 2011, meeting that were distributed to all councilmen. Councilman Rogers made a motion to approve the minutes as presented. Councilman Triche seconded the motion and the motion carried unanimously.

F. Approval of Financial Statements for month ending August 31, 2011

Mayor Champagne asked if there were any questions or comments concerning the financial statements for the month ending August 31, 2011, that were distributed to the councilmen. Councilman Barker moved and Councilman Rogers seconded a motion to approve the financial statements as presented. The motion carried unanimously.

G. Police Report

Mayor Champagne called on Police Chief Warren Vedros to report on his department's activities. Mr. Vedros distributed copies of the monthly activity report. Chief Vedros reported that the Relay for Life program was very successful as well as the American Legion Softball Tournament. Councilman Champagne moved and Councilman Hartman seconded the motion to accept the police report as presented. The motion carried unanimously.

I. 2003 Ford Crown Victoria Bid Selection

One bid was received in response to the advertisement. Councilman Champagne moved to sell the vehicle to the lone bidder for the price of \$688.00. Councilman Rogers asked the Council to consider donating the vehicle to another municipality that is in need. Chief Vedros explained that the Town of Colfax is in financial straits and needs assistance. Councilman Champagne rescinded his motion to sell the vehicle. Councilman Hartman moved to reject the lone bid. Councilman Barker seconded the motion and it carried unanimously. Councilman Hartman moved that the Mayor enter into an Intergovernmental Agreement with the Town of Colfax to donate the vehicle. Councilman Champagne seconded the motion and it carried unanimously. If the Town of Colfax does not accept the vehicle, it will be re-advertised for bids.

H. GSE Report

Mayor Champagne called upon Mr. Clay Breaud of GSE, who gave the monthly engineering status report as follows:

1. Wind Hardening of Town Hall Complex:

GSE has submitted additional information to FEMA and is awaiting response. Lockport may have to go through solicitations for Engineer to complete the project.

2. Comeaux Drive LCDBG Sewer Application:

Notice to Proceed was issued to Magnolia Construction Company on July 7, 2011. Work on main trunk line and services to the right-of-way are complete. Connections to houses have not yet begun. GSE is seeking alternative solutions for road repair. Ms. Martha Cazaubon (SCPDC) explained the problem she was having with getting permission to go onto private property for sewer hook-ups. Ms. Cazaubon asked for the Mayor and Council's assistance in speaking with their constituents and getting them to sign the forms so the contractors can go onto private property to complete sewer hookups. Mr. Breaud added that there is one section between Comeaux Drive and Elizabeth Street Pump Station that has a collapsed line. GSE is seeking prices to repair that line.

3. Elliot St. Sewer Lift Station Generator:

The Town received a \$35,000 grant for this project. The generator is on order. Plans are being made to pour concrete for the lift station and to install a transfer switch. Final plans are complete for installation and will be submitted to Contractor for pricing.

J. Proclamation- 2011 Child Passenger Safety Week

Mayor Champagne introduced a Proclamation declaring the week of September 18-24, 2011, as Child Passenger Safety Week in the Town of Lockport. Councilman Rogers moved and Councilman Champagne seconded the motion to adopt the Proclamation. The motion carried unanimously.

K. Resolutions Authorizing Submission of a Grant Application to LCDBG

1. Authorizing contracting with engineering firm for engineering services needed in the completion of an application under the FY2012-13 LCDBG program and for design and construction inspection services pending award.
2. Authorizing contracting with administrative firm for performance of administrative services in the preparation of an LCDBG application and to serve as grant administrator pending grant award.

Clerk Leonard explained that seven engineering firms sent in proposals for the FY2012-13 LCDBG program. A four-person committee scored the proposals. Gulf South Engineers & Associates (GSE) had the highest score (368). One administrative firm, South Central Planning and Development Commission (SCPDC), sent in a proposal for administrative services for the FY2012-13 LCDBG program. Councilman Rogers moved and Councilman Champagne seconded a motion to accept the recommendation of the committee to select GSE for engineering services and SCPDC for administrative services for the FY2012-13 LCDBG program, pending grant award.

L. Public Hearings

Councilman Champagne moved and Councilman Hartman seconded the motion to suspend the regular meeting and to open a public hearing on the following topics. The motion carried unanimously.

1. To discuss 4-Way Stop Signs

Mayor Champagne recommended getting rid of all stop signs going East and West and only having stop signs, with few exceptions, going North and South. Councilman Champagne recommended not prematurely removing the stop sign at the corner of Justin and Seventh Streets, not knowing the future occupancy of the vacant commercial building. Citizen Lucy Orgeron agreed that the stop sign should stay. Councilmen Triche and Rogers recommended leaving the stop signs as is, to help deter speeding. Citizen Daryl Legendre asked the Mayor and Council to consider lowering the speed limit in residential neighborhoods from 25mph to 15mph.

2. To discuss Bonds & Fines Schedule

Councilman Champagne asked to table this topic until next month's meeting.

Councilman Champagne moved and Councilman Rogers seconded the motion to end the public hearing and to resume the regular meeting. The motion carried unanimously.

M. Ordinances

1. Guidelines for electrical power hookup within the Town

Mayor Champagne will get a proposal from SCPDC to enforce the Town's permits and zoning. Councilman Triche added that a lot of the violations occur after a permit has been obtained, so the Town needs someone to look for zoning or permit violations and report any violations to SCPDC. Councilman Rogers suggested adding the cost that SCPDC charges for enforcing the code to the cost of obtaining a permit.

2. C-1 Zoning Ordinance

Councilman Rogers asked to change the definition of C-1 properties to restrict R-1, R-2, and R-3 in a C-1 zone. Property owners would have to apply for a variance and a public hearing would be held before C-1 property can be rezoned as R-1, R-2, or R-3. A draft of the proposed ordinance was distributed at last month's meeting. Councilman Rogers moved and Councilman Barker seconded a motion to adopt the C-1 Zoning Ordinance. The motion carried unanimously.

3. Stop Signs

Councilman Champagne moved and Councilman Triche seconded a motion to hold off on removing any stop signs indefinitely. The motion carried unanimously.

4. Bonds & Fines Schedule

Councilman Rogers moved and Councilman Champagne seconded a motion to gather information on Bonds & Fines and discuss the topic at the next meeting. The motion carried unanimously.

N. Introduce an Ordinance and Call for a Public Meeting

1. Franchise agreement with SJI, LLC.

Councilman Champagne moved and Councilman Rogers seconded a motion to introduce an ordinance and call for a public hearing to enter into a franchise agreement with SJI, LLC. The motion carried unanimously.

2. Occupational License Tax

Clerk Leonard explained that the current ordinance is restrictive on how much money can be charged for delinquent fees and the current fees do not cover the cost of sending delinquent notices. Increasing the base amount for delinquent fees would help cover collections costs. Councilman Champagne moved and Councilman Hartman seconded a motion to introduce an ordinance and call for a public hearing to discuss and adopt new procedures for the administration of the occupational license tax.

O. Open topics- not covered.

R. Reports

1. Council

- **Councilman Rogers-** Questioned the status of the campers and court. Town Attorney Mitch Theriot answered that five campers were issued a summons to appear, three of which resolved the issue before court and two appeared. The two that did appear resolved their issue within 30 days of court. Mayor Champagne added there may be a few more illegal campers in Town and he gave that information to Chief Vedros earlier today. Councilman Rogers added that he suspects there are two campers inside the Old Pop Factory and he would like Administration, the Police Department, and Mr. Theriot to research this further. Councilman Rogers also inquired if the Town has received any funding from the Drainage District. Clerk Leonard responded that the Town has received \$6,000.00. Councilman Rogers was concerned about two homes being built on one lot on Barrilleaux Street. Councilman Rogers asked if any of the drainage was done on School Street. There was no comment. Councilman Rogers asked if the Council needed to ratify the motion to repair sidewalks to include the repairs along School Street authorized by the Mayor. Town Attorney Mitch Theriot said no ratification is needed. Councilman Rogers asked for the process to be clarified regarding the Council's approval on contracting work within the Town. Councilman Rogers referred to a bid for tree removal by Mr. Andy LeBouef and asked if the Town was acquiring right-of-ways along the drainage ditch. Mr. Theriot replied that it is underway. Councilman Champagne asked if the bid included repairing ruts or damage to the landscape in the property owners' yards. Mr. LeBouef answered that it does not.
- **Councilman Triche-** No report.
- **Councilman Barker-** No report.
- **Councilman Champagne-** No report
- **Councilman Hartman-** Suggested hiring a part-time Zoning and Permit Administrator.

2. Town Attorney-No Report.

3. Mayor- No report.

S. Citizens Comments

- . Citizen Norris Griffin, 902 Ethel Street, would like the culverts and ditches along Fifth Street and Ethel Street checked and cleaned to prevent flooding. He asked if the Town could remedy the problem. Mayor Champagne said the Town will put it down as a priority item.
- . Citizen Lucy Orgeron, 212 Baratavia Street, asked to be reimbursed for repairing a portion of sidewalk in front of her home at a cost of \$1800.00. Councilman Champagne requested Town Attorney Mitch Theriot to research if the Town can legally reimburse Ms. Orgeron for said repairs. Councilman Triche added that in December, 2009 he received letters from Ms. Orgeron as well as Ms. Orgeron's daughter requesting the sidewalk be repaired and he told her the sidewalks would be repaired.
- Citizen Ralph Sapia asked if the old library building had been sold or the old Rouse's. He would like to see more businesses in town and he supports Councilman Roger's zoning proposal.

T. Adjourn

The next scheduled regular town meeting will be held on Tuesday, October 18, 2011. There being no further business to come before the Council, a motion by Councilman Champagne to adjourn the meeting was seconded by Councilman Triche and carried unanimously at 9:06PM.


Gerard Leonard, Town Clerk

Town of Lockport

Richard P. Champagne
Mayor

It was moved by Councilman Rogers and seconded by Councilman Champagne that the following Resolution be adopted:

RESOLUTION

A RESOLUTION AUTHORIZING CONTRACTING WITH GSE & ASSOCIATES FOR ENGINEERING SERVICES NEEDED IN THE COMPLETION OF AN APPLICATION UNDER THE FY2012-2013 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT (LCDBG) PROGRAM AND FOR DESIGN AND CONSTRUCTION INSPECTION SERVICES PENDING GRANT AWARD.

WHEREAS, the Town of Lockport will submit an application to the Louisiana Division of Administration, Office of Community Development for funding under the FY2012-2013 Louisiana Community Development Block Grant (LCDBG) Program; and

WHEREAS, professional engineering consulting services are required to complete the application in accordance with the LCDBG regulations,

NOW, THEREFORE BE IT RESOLVED, by the Lockport Town Council that the Mayor is hereby authorized to enter into a contract with GSE & Associates, for professional services in connection with the preparation of an application to the FY 2012-2013 Louisiana Community Development Block Grant Program for street improvements work and for engineering, design and construction inspection pending grant award; and

WHEREUPON, the motion was put to a vote and the vote thereon was as follows:

YEAS: Councilmen Barker, Champagne, Hartman, Rogers, and Triche

NAYS: none

ABSENT AND NOT VOTING: none

and the Resolution was declared adopted this 20th day of September.


Richard P. Champagne
MAYOR, TOWN OF LOCKPORT

I, Gerard Leonard, Clerk of the Town of Lockport, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Mayor and Town Council of the Town of Lockport, at a meeting held on the 20th day of September, at which meeting a quorum was present and voted and that said Resolution is now in full force and effect.

WITNESS MY OFFICIAL SIGNATURE this 26th day of September.


Gerard Leonard, Town Clerk
Town of Lockport

It was moved by Councilman Rogers and seconded by Councilman Champagne that the following Resolution be adopted:

RESOLUTION

RESOLUTION AUTHORIZING THE EXECUTION OF THE APPROPRIATE CONTRACT WITH SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION FOR PERFORMANCE OF ADMINISTRATIVE SERVICES IN THE PREPARATION OF AN LCDBG APPLICATION AND TO SERVE AS GRANT ADMINISTRATOR PENDING GRANT AWARD.

WHEREAS, the Town of Lockport will submit an application to the Louisiana Division of Administration, Office of Community Development for funding under the FY2012-2013 Louisiana Community Development Block Grant (LCDBG) Program; and

WHEREAS, completion of the one LCDBG application and implementation of the projects, if funded, require professional administrative services for compliance with applicable federal and state regulations; and

WHEREAS, South Central Planning and Development Commission has the technical capabilities to perform the needed services in the preparation and administration of the Programs,

NOW, THEREFORE, BE IT RESOLVED, by the Lockport Town Council that the Mayor is hereby authorized to enter into a contract with South Central Planning and Development Commission, to perform administrative services in the preparation of the FY2012-2013 LCDBG application, and to serve as grant administrator in the event funding is awarded.

WHEREUPON, the motion was put to a vote and the vote thereon was as follows:

YEAS: Councilmen Barker, Champagne, Hartman, Rogers, and Triche

NAYS: none

ABSENT AND NOT VOTING: none

and the Resolution was declared adopted this 20th day of September, 2011.



Richard P. Champagne
MAYOR, TOWN OF LOCKPORT

I, Gerard Leonard, Clerk of the Town of Lockport, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Mayor and Town Council of the Town of Lockport, at a meeting held on the 20th day of September, 2011, at which meeting a quorum was present and voted and that said Resolution is now in full force and effect.

WITNESS MY OFFICIAL SIGNATURE this 26th day of September, 2011.



Gerard Leonard, Town Clerk
Town of Lockport

ORDINANCE NO. 2011-014

An ordinance to amend Section 23-34.1

Of the Town of Lockport Code of Ordinances

BE IT ORDAINED by the Lockport Town Council in regular session assembled hereby amends and re-enact Section 23-34.1 of the Lockport Code of Ordinances to read as follows, to wit:

SECTION 23-34.1 PERMITTED USES

In the C-1 district, only the following uses of property shall be permitted:

- Office;
- Restaurant;
- Grocery and drugstore;
- Filling stations;
- Barbershop and beauty shops;
- Meat market and retail fish market;
- Clinic;
- Bank, including drive-in banks;
- Locker plants for storage of food;
- Tourist courts;
- Launderette;
- Bakery;
- Cleaners;
- Similar retail business or service which is established for the convenience of neighborhood residents;
- Funeral homes and mortuaries;
- Public utilities;
- Municipal, state, federal or governmental uses;
- Barrooms;
- Nightclubs and lounges;
- Appliance stores;
- Finance Companies;
- Sporting goods stores;
- Amusement enterprises, including the provision of stage entertainment;
- Bowling alleys, skating rinks and poolrooms;
- Auto retail, wholesale or repair services;
- Business not specifically restricted or prohibited;
- Transportation terminals;
- Warehouses;
- Manufacturing not specifically prohibited;
- Incidental use to retail business where articles are sold at retail on the premises;

Said Ordinance was put to vote on the 20th day of September, 2011 and the vote was as follows:

YEAS: Councilmen Barker, Champagne, Hartman, Rogers, and Triche

NAYS:

ABSENT:

Thus read and adopted this 20th day of September, 2011.


Richard P. Champagne, Mayor


Gerard Leonard, Town Clerk