

Town of Lockport  
Lockport, Louisiana

Minutes of Regular Meeting June 18, 2013

The Mayor and Town Council met in regular session on Tuesday, June 18, 2013, at 7:00PM, at the Lockport Town Hall Complex.

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

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

**D. Roll Call**

The roll was called with the following present: Mayor Paul Champagne, Councilmembers Donovan Barker, Sharon Guidry, Rodney Hartman, Craig Rogers, and Weldon Triche. Also in attendance were Town Clerk Danielle Williams, Town Attorney Chris Huddleston, Chief of Police Warren Vedros, Ralph Sapia, Floyd Cretini, Jr., Melanie Caillouet, and Scotty Guidry.

**E. Approval of Minutes**

**1. May 14, 2013**

Mayor Champagne asked if there were any corrections or comments concerning the minutes of the May 14, 2013, meeting that were distributed to the Council. Councilman Rogers made a motion to approve the minutes as presented. Councilwoman Guidry seconded the motion and it carried unanimously.

**2. May 21, 2013**

Mayor Champagne asked if there were any corrections or comments concerning the minutes of the May 21, 2013, meeting that were distributed to the Council. Councilman Hartman made a motion to approve the minutes as presented. Councilman Rogers seconded the motion and it carried unanimously.

**F. Approval of Financial Statements for the month ending May 31, 2013**

Mayor Champagne asked if there were any questions or comments concerning the financial statements for the month ending May 31, 2013, that were distributed to the Councilmen. Councilman Rogers moved and Councilman Triche 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. Chief Vedros distributed copies of the monthly activity report. Chief Vedros announced that at a Lafourche Communications Meeting today, the board approved the purchase of a "Smart 911" system. Councilman Hartman moved and Councilman Rogers seconded a motion to accept the Police Report as presented. The motion carried unanimously.

**H. GSE Report**

Mayor Champagne called on Melanie Caillouet of GSE who gave the monthly engineering status report, as follows:

**1. Sewer Infiltration Analysis:**

CES is approximately 100% complete with inspecting the sewer lines and manholes. They have submitted reports for 95% of the inspection services. Once the remainder is submitted to GSE, the final payment request will be approved and the completed reports submitted to Lockport.

Plans and specifications for the Southeast Quadrant Rehabilitation will be sent to LDEQ for approval.

Councilman Rogers asked Ms. Caillouet if she could provide a preliminary budget. Ms. Caillouet answered that she has not yet worked out all of the details. Councilman Rogers asked if the Town could get maps to display to the public the work that is being done and where the problem areas are. Ms. Caillouet replied that she could get something for the Town to display. Councilman Hartman asked if there were any contractors interested in this project. Ms. Caillouet said there are not many contractors that do this type of work, but she knew of at least two.

**I. Reschedule July 2013 Town Council Meeting**

A motion was made by Councilman Triche to reschedule the July 16, 2013, Town Council meeting to Monday, July 22, 2013 at 7:00PM. The motion was seconded by Councilwoman Guidry and carried unanimously.

**J. Distinguished Citizen Award – Dr. Bobbie Morris Galjour**

Mayor Champagne presented Dr. Bobbie Morris Galjour with a Distinguished Citizen Award for her volunteer endeavor to raise cash, gift cards, and supplies for the Moore Oklahoma tornado victims.

**K. Town of Lockport Appointment to the Fire Protection District No. 2 Board**

Councilman Hartman made a motion to appoint Henry Cancienne to the Fire Protection District No. 2 Board for a two year term. The motion was seconded by Councilmen Rogers and Barker and it carried unanimously.

**L. Renew the Maintenance Agreement with Kyle Loupe Electric, LLC.**

Mayor Champagne referenced a maintenance agreement between the Town of Lockport and Kyle Loupe Electric, LLC that was distributed to the Council. The agreement increased from \$2800 annually to \$3600 annually, due to an additional generator being added to the agreement and an increase in the price of parts. Councilman Rogers moved and Councilman Hartman seconded a motion to renew the maintenance agreement with Kyle Loupe Electric, LLC in the amount of \$3600. The motion carried unanimously.

**M. Select Official Municipal Journal for fiscal year July 1, 2013, to June 30, 2014**

Councilman Triche moved and Councilwoman Guidry seconded a motion to select the *Daily Comet* as the Town's official journal. The motion carried unanimously.

**N. Discuss Reducing Contribution Received from the Lockport Food Festival**

Mayor Champagne explained that the Town and 5 other organizations are involved in the Lockport Food Festival and each organization receives one-sixth of the proceeds from the festival. Councilman Barker suggested giving up the Town's receipt altogether. Councilman Hartman said that the Town does contribute some, so he feels the Town should still receive some portion, but he doesn't mind reducing the Town's share. Mr. Huddleston said that legally the Town should cover its minimum expenses. Councilman Triche opposed reducing the contribution received and proposed putting half of the Town's share in a Rainy Day Fund to cover future Town expenses and keep half going to the Police Department. Councilman Rogers recommended reducing the Town's share to 50% of whatever is distributed to the participating organizations with a maximum of \$3,000. Councilman Rogers added that since the Police Department is paid directly by the fair for security, he feels the Town should reduce its share of proceeds received. Councilman Rogers made a motion to reduce the Town's share of proceeds from the Lockport Food Festival to 50% of the one-sixth distribution, up to \$3,000. Councilwoman Guidry seconded the motion. Councilmembers Barker, Guidry, Hartman, and Rogers voted in favor of the motion. Councilman Triche opposed the motion. The motion carried.

**O. Resolutions**

**1. Louisiana Compliance Questionnaire**

A motion was made by Councilman Rogers and seconded by Councilman Triche to adopt the above stated resolution. The motion carried unanimously.

**2. Authorizing Submission of Grant Application to Delta Regional Authority**

A motion was made by Councilman Rogers and seconded by Councilman Triche to adopt the above stated resolution. The motion carried unanimously.

**P. Open topics**

**1. Smoke testing report**

Mayor Champagne would like to contact the two local property owners before they are summoned to court. The attorney will contact the third property owner regarding the smoke leak.

**2. Clear trees from main drainage ditch from Crescent Ave to First Street**

No report.

**3. Street Repairs**

Mayor Champagne said there is an area near Third and School Streets that needs to be repaired. The Town received a quote of \$22,000 to repair this area.

**4. Municode**

No report.

**5. Derelict/dilapidated structures**

No report.

**6. School Street Drainage**

No report.

**7. Culvert Ordinance**

Councilman Rogers called for a Public Hearing to amend the Town's culvert ordinance to mirror the policies and procedures in the Parish's culvert ordinance. The motion was seconded by Councilman Barker and carried unanimously.

## O. Reports

### 1. Council

- a. Councilwoman Guidry asked if there has been any progress made with Progressive Waste Solutions regarding the trucks being used in Town and the condition of the roads. Councilwoman Guidry asked if the company can be held accountable for damaging the streets, due to using the wrong trucks. Mr. Huddleston replied that he needs to speak with someone in the Parish because the Town's contract is with the Parish, not Progressive Waste Solutions. Councilwoman Guidry asked if the Town Crew has cleaned any culverts. Mayor Champagne distributed a map showing where the crew has cleaned culverts. Councilwoman Guidry asked about a piece of metal in the ditch near Tenth and Barrilleaux Streets. Mayor Champagne said the piece is holding something together. Councilwoman Guidry asked that it be covered so no one gets hurt since the piece cannot be removed. Councilwoman Guidry wished everyone a Happy 4<sup>th</sup> of July.
  - b. Councilman Hartman said he noticed in the Parish proceedings that the Delta Woods Project has finally gone to bid.
  - c. Councilman Triche asked if DOTD has been notified again for the antenna on the bridge for the security cameras. Chief Vedros responded that he was told by Mr. Dennis Hebert that they were still working on it. Councilman Triche said there are still no yellow sleeves on the guide wires at the park near the gazebo. Ms. Williams said that she spoke to Amy Martinez at Entergy who was going to handle this, but will follow up with her again. Councilman Triche asked if the bathrooms were going to be locked at night. After some discussion on the best time to lock and unlock the restrooms, it was decided that the Police Department will lock the restrooms between the hours of 9:00pm and 10:00PM and unlock them at 5:00AM. Mayor Champagne asked Councilman Triche to give his access key for the restrooms to the Police Department. Mayor Champagne asked Councilman Triche to put some insect screen on the rear vents. Councilman Triche asked if any preventative maintenance work has been done on the three "Welcome to Lockport" signs. Mayor Champagne said there has not, but he will address this with the Town Crew. Councilman Triche requested signs for the hand dryer, toilet flush, hand soap, and no smoking. Mayor Champagne said he would take care of the signs.
  - d. Councilman Rogers asked everyone to listen to the Parish Council meeting on TV and to pay close attention to the Delta Woods discussion. Councilman Rogers wished everyone a happy and safe 4<sup>th</sup> of July holiday.
2. Chief Vedros said that the Parish Council turned down Mr. Hugh Caffery's offer to donate land on LA 308 for the purpose of building an enclosed pool.
  3. Mayor Champagne distributed copies of Mr. John Arvello's resume and offered his recommendation to hire Mr. John Arvello as the Town Maintenance Supervisor. Councilman Rogers made a motion to allow Administration to follow through with hiring Mr. Arvello, pending he passes his physical. Councilman Triche seconded the motion and it carried unanimously. Mayor Champagne said he attended a meeting with DOTD, Parish President Charlotte Randolph, and Mayor Tommy Eschette. Mayor Champagne explained the purpose of the meeting, which was a preliminary discussion on giving roads to the municipalities or parish after they are brought up to standard.

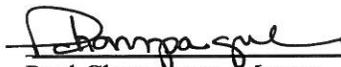
## Q. Citizens Comments-

- Dr. Bobbie Morris Galjour thanked the Council for her award.

## T. Adjourn

The next regularly scheduled Town meeting will be held on Monday, July 22, 2013 at 7:00PM. There being no further business to come before the Council, a motion by Councilman Rogers to adjourn the meeting was seconded by Councilman Triche and carried unanimously at 8:31PM.

Town of Lockport

  
Paul Champagne, Mayor

  
Danielle Williams, Town Clerk

**RESOLUTION NO. 2013-006**  
**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO**  
**THE DELTA REGIONAL AUTHORITY**

WHEREAS the Town of Lockport is provided drainage through a gravity drainage system that was originally created in 1974, and

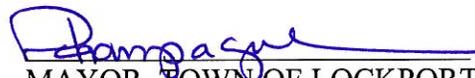
WHEREAS the aging drainage system was designed at a time when the town was not as densely developed as it is now, and

WHEREAS the system has experienced more rapid deterioration as a result of heavier runoff from newer developments and the impact of recent flood and storm events resulting in increasingly more prevalent flooding, and

WHEREAS the problems are most evident in the northern portion of town nearest the drainage canal and the town has identified the most critical components that need to be immediately replace,

NOW THEREFORE BE IT RESOLVED THAT the Lockport Town Council does hereby authorize the Mayor to file an application with the Delta Regional Authority for assistance to be used in connection with improvements to the town drainage system and to further authorize the Mayor to executive any and all documents in connection with said application to the Delta Regional Authority and subsequent grant award.

**READ, RENDERED, and ADOPTED** on the 18<sup>th</sup> day of June, 2013.

  
MAYOR, TOWN OF LOCKPORT

ATTEST:

  
TOWN CLERK

**RESOLUTION 2013-007**

**A Written Resolution adopting the  
Louisiana Compliance Questionnaire  
As of June 30, 2013 and for the  
Year then ended.**

**WHEREAS**, the preparation and adoption of the Louisiana Compliance Questionnaire is a requirement part of the financial and compliance audit of Louisiana governmental units, and

**WHEREAS**, the auditing firm of Stagni & Company LLC is in the process of performing a financial and compliance audit of the Town of Lockport as of June 30, 2013 and for the year then ended; and

**WHEREAS**, the required Louisiana Compliance Questionnaire as of June 30, 2013 and for the year then ended has been prepared and presented to the Town Council for review and adoption;

**NOW, THEREFORE BE IT RESOLVED** by the Town Council on behalf of the Town of Lockport, that the Louisiana Compliance Questionnaire as of June 30, 2013 and for the year then ended, be hereby accepted and approved, and that a copy of this resolution be forwarded to the auditing firm of Stagni & Company LLC.

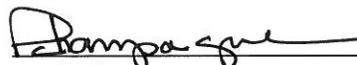
**WHEREUPON** the motion was put to a vote and the vote thereon was as follows:

YEAS: Councilmembers Barker, Guidry, Hartman, Rogers, and Triche

NAYS: None

ABSENT: None

**READ, RENDERED, and ADOPTED** on the 18<sup>th</sup> day of June, 2013.

  
Paul Champagne  
MAYOR, TOWN OF LOCKPORT

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I, Danielle Williams, 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 Board of Aldermen of the Town of Lockport, at a meeting held on the 18<sup>th</sup> day of June, 2013, 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 20<sup>th</sup> day of June, 2013.

ATTEST:

  
Danielle Williams, Town Clerk