

Town of Lockport
Lockport, Louisiana

Minutes of Regular Meeting September 17, 2013

The Mayor and Town Council met in regular session on Tuesday, September 17, 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. The Pledge of Allegiance was then 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, and Chief of Police Warren Vedros.

E. Approval of Minutes- August 20, 2013

Mayor Champagne asked if there were any corrections or comments concerning the minutes of the August 20, 2013, meeting that were distributed to the Councilmen. Councilman Rogers made a motion to approve the minutes as presented. Councilman Barker seconded the motion and it carried unanimously.

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

Mayor Champagne asked if there were any questions or comments concerning the financial statements for the month ending August 31, 2013, that were distributed to the Councilmen. Councilman Rogers asked for the balance of the Technology Upgrades account. Ms. Williams explained that amounts are in the Police Department budget and she would have check on the balance to date. Councilman Rogers asked for an update at the next meeting. Councilman Hartman moved and Councilman Rogers seconded a motion to approve the financial statements as presented. The motion carried unanimously.

G. Police Report

Mayor Champagne commended Chief Vedros and his department for their quick response to recent events in Lockport. 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 requested approval to purchase a copy/scanner/fax printer in the amount of \$6,351.00 from Bayou Office Machines. Chief Vedros added that this price was state contract pricing from Toshiba and the service contract would be from Bayou Office Machines. A motion was made by Councilman Hartman and seconded by Councilman Rogers authorizing Chief Vedros to purchase the copy machine from Bayou Office Machines as quoted and it carried unanimously. Chief Vedros recommended Archie Chaisson III for the position of Reserve Officer with the Police Department. A motion was made by Councilman Rogers and seconded by Councilwoman Guidry to appoint Archie Chaisson III as Reserve Officer and it carried unanimously. Chief Vedros also informed the Council that he received a resignation letter from Officer James Engel effective September 25, 2013. Chief Vedros said that he would begin the process of advertising for the vacant position. Councilman Rogers moved and Councilman Triche 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 Rehabilitation (Southeast Quadrant):

Plans and specifications for the Southeast Quadrant Rehabilitation were sent to LDEQ and one question was returned. GSE has answered and is awaiting final approval. Once approved, GSE will set bid dates.

2. Capital Outlay Grant Application:

Applications open on October 1, 2013 and close on November 1, 2013. GSE will put a letter together for the town to authorize GSE as its agent to apply for the grant on behalf of the town. Last year the town applied for an application in amount of \$100,000.00 for a sewer rehab project, which has not been approved. Ms. Caillouet asked the Council to let her know what they would like to apply for. She added that the town could apply for more than one project, as long as the list of projects is prioritized. Councilman Rogers asked if street projects qualified, because the town needs to overlay streets that were recently worked on. Ms. Caillouet informed that street projects qualify, but are harder to get funded. Mayor Champagne asked that the Council put together a list for GSE.

I. J Wayne Plaisance representing Miles Bouvier: Call for a public hearing for redivision of property.

Councilman Rogers reported meeting with engineering company regarding the redivision of the Miles Bouvier (former Gaudet's Hardware) property and furnished all Councilmembers with a copy of the proposed subdivision of the property. Councilman Rogers explained that the property would be divided into two lots: Lot 1 would be 72,617 sq ft and Lot 2 35,294sq ft. Councilman Rogers confirmed that all lots comply with the Town's Zoning Ordinance. Discussion was held regarding the property being zoned commercial or residential. Mr. Huddleston recommended calling for a public hearing for the subdivision and rezoning of property. Councilman Rogers made a motion to call for a public hearing at the October 15, 2013, regularly scheduled meeting for the subdivision and rezoning as C-1 of the Miles Bouvier property, formerly known as Gaudet's Hardware. The motion was seconded by Councilwoman Guidry. The motion carried unanimously.

A motion was made by Councilman Hartman and seconded by Councilman Rogers to go into public hearing. The motion carried unanimously.

J. Public Hearing to accept public comments concerning the amendment of Section 19-4 of Ordinance 304 (the Town's Culvert Ordinance)

Mayor Champagne read the proposed amended culvert ordinance aloud. Councilman Hartman asked if the installation would be done by Town employees or if the property owners had an option to hire someone to install the culverts for them. Mr. Huddleston explained that the property owner has an option of having the driveway culvert installed by the town or could do it themselves provided he or she meets all permit requirements. Mayor Champagne asked if there were questions or comments from the audience and there were none.

There was a motion by Councilman Triche, seconded by Councilman Hartman to go back into regular session. The motion carried unanimously.

K. Adopt Ordinance 2013-009 – An Ordinance to amend Ordinance 304 Section 19-4

Councilman Rogers made a motion to adopt amended Ordinance 304 Section 19-4. The motion was seconded by Councilman Triche and it carried unanimously.

L. Reports

1. Council
 - a. Councilman Guidry referenced a contract between Lafourche Parish and its contractor [for garbage collection]. The contract calls for 20 cubic yard or smaller single axle trucks. Councilwoman Guidry feels that the streets would be in better condition if smaller trucks were used and requested administration to continue looking into this matter. Councilwoman Guidry requested the Town Maintenance Crew trim the cedar trees that extend into the roadway along Catherine Street. Councilwoman Guidry requested that a light post that was disconnected at the Bayou Side Park for the installation of new bathrooms be re-connected. Councilman Triche said he would reconnect the light. Councilwoman Guidry asked the status of what is being done to address blighted properties. Discussion followed regarding blighted properties.
 - b. Councilman Hartman asked if the town has a records retention policy on file with the State. Mayor Champagne answered that the town does not at this time, but will begin working on one. Councilman Hartman also requested to have the outside of the Town Hall Civic Complex cleaned.
 - c. Councilman Barker said he has received several complaints about the old church located on Sixth Street.
 - d. Councilman Triche asked the status of painting the fire hydrants. Mayor Champagne said that at the last Council meeting, he asked to get the color of paint needed and he would procure it, but he has not heard anything. Councilman Triche asked if the town has funding for cameras in the park. Chief Vedros answered that the town did receive approximately \$1000, but a location is needed to put an antenna. Councilman Triche asked that the trees along LA 1 near the church be trimmed. Councilman Triche said that he feels it is past time the Town take an active approach to blighted properties and said he would bring a list of blighted properties to help start the process. Councilman Triche announced that "Spook in the Park" will be held on Halloween again this year. Mayor Champagne invited anyone interested to hand out candy to trick-or-treaters at the park.
 - e. Councilman Rogers requested the maintenance crew begin working on straightening and raising any street signs throughout town, as needed. Councilman Rogers made a motion requesting the approval of a bid in the amount of \$8,550.00 by C&M Construction to repair the fishing wharf located at Bayou Side Park. The motion was seconded by Councilman Barker and it carried unanimously.

f. **Mayors Report:**

Mr. Eugene Ryman has paid the \$50.00 zoning variance fee and is requesting a public hearing be held at the October Council meeting for the re-zoning of his property located at the intersection of Barrilleaux and Crescent Avenue from C-1 to R-1. A motion was made by Councilman Rogers and second by Councilwoman Guidry to call for a public hearing to change the zoning from a C-1 to R-1. The motion carried unanimously. Mayor Champagne asked the Council to review a memorandum from the retirement system which allows for the conversion of unused sick leave to retirement credit.

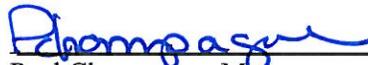
M. Citizens Comments-

- Mrs. Cynthia Matherne, manager of Lockport Elderly Apartments, addressed council regarding the erosion of property behind the apartments along the drainage ditch behind the property. She said it is getting hard to walk behind the property because the land is washing away.
- Mr. Floyd Cretini expressed his approval of drainage work completed on School Street. He invited the Mayor and Council to attend the Lockport Volunteer Fire Department's Installation of Officers Banquet on October 5, 2013 at 7pm. Mayor Champagne asked Mr. Cretini to get him the specifications of the paint needed to paint the fire hydrants.
- Mr. Ralph Sapia has not seen smaller garbage trucks used throughout the town. Councilman Rogers updated the audience on discussions with Progressive Waste Solutions about the concerns with the garbage trucks damaging the town's streets. Mr. Sapia asked the status of the sewer rehab project. Mayor Champagne summarized what Ms. Caillouet explained in her report earlier in the meeting.

N. Adjourn

The next regularly scheduled Town meeting will be held on Tuesday, October 15, 2013. There being no further business to come before the Council, a motion by Councilman Hartman to adjourn the meeting was seconded by Councilman Rogers and carried unanimously at 8:56PM.

Town of Lockport



Paul Champagne, Mayor



Danielle Williams, Town Clerk

ORDINANCE NO. 2013-009

An ordinance to amend the Lockport
Code of Ordinances so as to Amend
Section 19-4

BE IT ORDAINED by the Lockport Town Council in regular session
assembled that the Lockport Town Code of Ordinances is hereby
amended and re-enacted to amend Section 19-4

SECTION 19-4 INSTALLATION OF CULVERTS

- (a) A permit will be required to install any and all culverts, bridges, and/or catchbasins in the Town of Lockport. The permit requirement is to protect the citizens of the Town of Lockport from the installation of inadequate and/or undersized culverts, which may cause drainage and flooding issues, and permit fees are intended to cover some of the cost of implementing the permit and inspection process.
- (b) The permit fee for culvert installation shall be as follows:

\$50.00 for the first driveway culvert per legal size lot
\$150.00 for all other culverts, bridges, and/or catchbasins

The permit shall state the length and width of the culvert(s) to be installed.

- (c) The Town of Lockport will install one residential driveway culvert up to twenty-five feet (25') per legal size lot. Said installation does not include changes to any existing driveways and does not include the materials necessary to install the driveway, which are to be provided by the property owner at his expense and in accordance with the sizing stated on the permit.

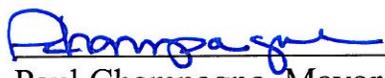
Said Ordinance was put to a vote on the 17th day of September, 2013, and the vote was as follows:

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

NAYS: None

ABSENT: None

And the Ordinance was declared adopted on this the 17th day of September, 2013.



Paul Champagne, Mayor

ATTEST:



Danielle Williams, Town Clerk