

**Town of Lockport
Lockport, Louisiana**

Minutes of Regular Meeting August 16, 2016

The Mayor and Town Council met in regular session on Tuesday, August 16, 2016 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 Mandy Himel. The Pledge of Allegiance was 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 present were Town Clerk Mandy Himel, Chief of Police Warren Vedros, Town Attorney, Christopher Huddleston, Mr. Bryan Adams, Ms. Karen Adams, Mr. Wayne Bourgeois, Jr, Mr. Ron Sapia, Mr. Buck Hebert, Dr. Bobbie Morris Galjour, and Mr. Wayne Galjour.

E. Approval of Minutes for July 19, 2016 Regular Meeting

Mayor Champagne asked if there were any corrections or comments concerning the minutes of the July 19, 2016, meeting. 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 July 31, 2016

Mayor Champagne asked if there were any questions or comments concerning the financial statements for the month ending July 31, 2016. 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 stated officers in Baton Rouge are working 24 hours a day. There are quite a few that lost their homes and continue to serve their community. He asked to keep them and all the citizens in this state in your thoughts. Corporal Breaux and Mayor Champagne took the first delivery of food and supplies to a shelter. This morning they escorted another delivery to Denham Springs to a shelter with thousands of people. Mayor Champagne stated they ended up in Livingston. He said it was an eye opening trip. A motion was made by Councilman Rogers and seconded by Councilwoman Guidry to accept the Police Report as presented. The motion carried unanimously.

H. GSE Report

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

1. Sewer Rehabilitation (Northwest Quadrant):

Substantial Completion has been recorded. There are outstanding punch list items left to complete and the project is still in lien period. The project is approximately 98% complete.

2. Sewer Rehabilitation (Southwest Quadrants):

Plans and specifications are at 95% complete. Providence/GSE has acquired the two releases from two property owners. Chris is obtaining the other two rights-of-way.

3. Street Repairs:

A Capital Outlay Application was submitted for funds to pay for asphalt street overlay and repairs. Funding for this project is still questionable.

Mr. Breaud stated he met with the Mayor and Town Crew about some issues with the Lower Catherine Street Pump Station. They are testing the efficiency of that pump. He mentioned that the pump can only pump so much through the 6" sewer main. He suggested we might want to consider adding another force main so we can get more capacity to the treatment plant.

Councilman Rogers mentioned an address of 517 Elizabeth Street and the 500 block of School Street about not being able to flush their toilets during heavy rains. He asked if there was a possibility of check valves being clogged. Mr. Breaux stated it is a possibility, and it needs to be maintained. He stated we can add that address to all the other addresses on the list to check such as Ethel, Orange, Walnut, Willow, and other streets in the quadrant. Mayor Champagne stated the hole in the ditch on School Street needs to be addressed as well. Mr. Breaud stated all main lines have been videoed. The camera didn't go all the way down the service line. In most cases you need a clean out on the property lines, and most residents do not have a clean

out. He said the camera can video all the potential problem service lines. All the manholes have been sealed. Councilman Rogers said we need to pinpoint where the water infiltration is occurring such as a blocking program. Mayor Champagne stated we will do whatever it will take to get this done. Mayor Champagne said we will proceed with fifth phase for this sewer project.

I. Proclamation-Constitution Week

Councilman Triche moved, and Councilwoman Guidry seconded a motion to accept the above Proclamation. The motion carried unanimously.

J. Public Wishing to address the Council

Mayor Champagne asked if anyone in audience wanted to address the Council. He asked three times, and there was no response.

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

K. Pubic Hearing/Comments

1. To consider levying additional or increased millage rates without further voter approval or adopting the adjusted millage rates after reassessment and rolling forward to rates not to exceed the prior year's maximum.

Mayor Champagne stated the Town is suggesting to roll forward to 8.26 mills. This would generate an additional \$14,000.00 per year.

2. Adopt an ordinance to amend Section 2-238 of the Code of Ordinances, Town of Lockport, Louisiana, to amend and re-enact a schedule of fines and court costs for violations of certain traffic offenses, criminal offenses, and municipal ordinances to add 50 cents to the costs collected for the Louisiana Judicial College in accordance with State Law.

Mayor Champagne stated this is a state law that we have to follow, and this money goes directly to the State.

3. Discuss the Town accepting credit card payments.

Mayor Champagne explained the Town would accept credit cards as a convenience to the public. They do not have to use this service. There will be a fee assessed with the service. It will not be as expensive as N Court charges. Councilman Rogers stated he would like to have input on the policy and procedures for the credit card policy.

Councilman Triche made a motion to end the public hearing and go back into regular session. Councilwoman Guidry seconded the motion, and it carried unanimously.

Mayor Champagne asked again if anyone had any comments on any of the topics stated above. He asked three times, there were no comments.

L. Public Meeting/Comments-Adopt the adjusted millage rate (Resolution #1)

Councilman Hartman made the motion to accept the adjusted millage rate of 7.0 mills. Councilman Barker seconded the motion. This was followed by a complete vote count as follows: Yeas: Councilwoman Guidry, Councilman Hartman, Councilman Barker, Councilman Triche, and Councilman Rogers. Nays: None. Absent: None, and Abstaining: None.

M. Public Meeting/Comments-Set forth the millage rate and roll forward to millage rate not exceeding authorized rate (Resolution #2)

Councilwoman Guidry made the motion to accept the millage rate and roll forward to 8.26 mills. Councilman Triche seconded the motion. This was followed by a complete vote count as follows: Yeas: Councilwoman Guidry, Councilman Hartman, Councilman Barker, Councilman Triche, and Councilman Rogers. Nays: None. Absent: None, and Abstaining: None

N. Ordinances

1. To adopt an ordinance to amend Section 2-238 of the Code of Ordinances, Town of Lockport, Louisiana, to amend and re-enact a schedule of fines and court costs for violations of certain traffic offenses, criminal offenses, and municipal ordinances to add 50 cents to the costs collected for the Louisiana Judicial College in accordance with State Law.

Councilman Rogers made a motion to adopt the above stated ordinance. Councilman Hartman seconded the motion. It carried unanimously.

2. To adopt an ordinance to amend the Code of Ordinances, Town of Lockport, Louisiana, to enact an ordinance to allow for the Credit Card, Charge Card, and Debit Card transactions with the Town of Lockport.

Councilman Barker made a motion to adopt the above stated ordinance. Councilman Triche seconded the motion. It carried unanimously.

O. Reports

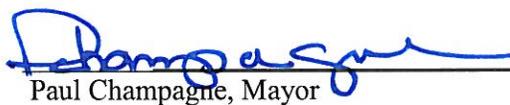
1. Mayor
No Report.
2. Council
 - a. Councilwoman Guidry thanked everyone who helped with Night out Against Crime. She thanked the crew for filling potholes she requested. They attended the LMA convention in Alexandria. They went to the meeting, and they were very informative. She is proud of this community, our parish, and our state for helping out with these recent tragedies.
 - b. Councilman Hartman-No report.
 - c. Councilman Barker- No report.
 - d. Councilman Triche stated the convention was very educational. With the new development on 308, he attended workshops about master planning. He stated it is a very lengthy process. He stated we received honorable mention for the community achievement awards for sewer project.
 - e. Councilman Rogers sated the community shows a lot of pride. He has enjoyed serving and living in this community that supports each other. He feels fortunate that people do what needs to be done to help others. It shows a lot of character of Lockport. The LMA convention was very informative. The training and education we get there is a must. He spoke with someone with Retail Strategies. He helped with business development. He also helps existing businesses to succeed. He helps with tools for funding, training, planning, and education to succeed. They are willing to come to Lockport to meet if he can get about 20 businesses together. He thinks we need to do this to help grow and help local businesses succeed in this area. He appreciated the community allowing the council to attend this conference for education and training. He stated it looks good for Rotary Club to help with funding for Christmas decorations for the Bayou Side Park. He thanked everyone for the opportunity to serve them.

Dr. Bobbie Morris Galjour stated she is collecting for flood victims at her office. They will be delivering supplies this week. She stated one of the things they are asking for is baby formula.

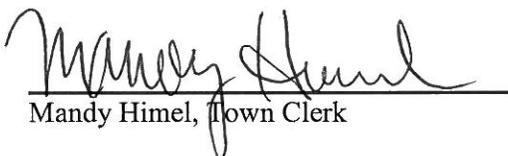
Q. Adjourn

The next scheduled regular Town meeting will be held on Tuesday, September 20, 2016. There being no further business to come before the Council, a motion by Councilman Triche to adjourn the meeting was seconded by Councilman Barker and carried unanimously at 7:47 PM.

Town of Lockport



Paul Champagne, Mayor



Mandy Himel, Town Clerk



Town of Lockport

Proclamation

WHEREAS, our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America: and

WHEREAS, it is of the greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all encroachment: and

WHEREAS, the two hundred-twenty ninth anniversary of the signing of the Constitution provides an historic opportunity for all Americans to realize the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities it affords: and

WHEREAS, the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities by proclamation of the President of the United States of America in accordance with Public Law 915;

NOW THEREFORE, BE IT RESOLVED that the Town of Lockport, in conjunction with the Bayou Lafourche Chapter of the Daughters of the American Revolution, does hereby proclaim the week of September 17 through 23, 2016 as

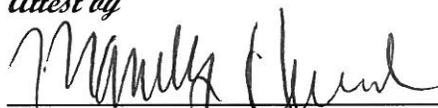
CONSTITUTION WEEK

in the Town of Lockport and does urge all students and citizens of the community to study the Constitution, and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

In Witness Whereof, I have hereunto set my hand officially and caused to be affixed the Official Seal of the Town of Lockport, Louisiana, at the Town Hall, in the Town of Lockport, on this the 16th day of August, A.D. 2016



Paul Champagne, Mayor

Attest by


Mandy Himmel, Town Clerk

ORDINANCE NO. 2016-012

The following ordinance, having been previously introduced, was offered for final adoption by Councilman Rogers, and seconded by Councilman Hartman.

AN ORDINANCE TO AMEND SECTION 2-238 OF THE CODE OF ORDINANCES, TOWN OF LOCKPORT, LOUISIANA, TO AMEND AND RE-ENACT A SCHEDULE OF FINES AND COURT COSTS FOR VIOLATIONS OF CERTAIN TRAFFIC OFFENSES, CRIMINAL OFFENSES, AND MUNICIPAL ORDINANCES TO ADD 50 CENTS TO THE COSTS COLLECTED FOR THE LOUISIANA JUDICIAL COLLEGE IN ACCORDANCE WITH STATE LAW.

WHEREAS, during the 2016 Regular Louisiana Legislative Session, House Bill 224 was filed to clarify and streamline the collection of the 50¢ court cost currently collected for the Louisiana Judicial College;

WHEREAS, after passage, House Bill 224 became Act No. 131, and Act No. 131 repealed existing law and enacted La. R.S. 13:86, which requires the 50¢ court cost be collected on all criminal and traffic convictions, whether misdemeanor or felony, and essentially tracks the language of C.Cr.P. art. 887(F)(1) which governs collections for “CMIS” (Trial Court Case Management Information Fund);

WHEREAS, La. R.S. 13:86 specifically includes Mayor’s Courts and requires that the 50¢ be applied to costs imposed after conviction of all traffic and criminal cases;

THEREFORE BE IT ORDAINED THAT Sec. 2-238 of the Code of Ordinances, Town of Lockport, Louisiana, is hereby amended to read as follows:

Sec. 2-238. Mayor’s court schedule of court costs.

The following schedule of court costs has been adopted for the Mayor’s Court:

- (a) Traffic Offenses (Excluding Speeding or Reckless Operation)
 - LA. Commission on Law Enforcement\$ 2.00
 - LA Trial Court Case Management Fund.....\$ 3.50
 - Bayou Region Crime Stoppers.....\$ 2.00
 - Witness Fees - Off-Duty Officers\$ 7.50
 - Town of Lockport Fund (Ord. No. 188).....\$30.00
 - Law Enforcement Equipment (Act 238)..... \$20.00
 - Technological Upgrades (Act No.238)..... ..\$20.00

- (b) Traffic Offenses (Speeding or Reckless Operation)
 - LA. Commission on Law Enforcement (Act 562).....\$ 2.00
 - LA Trial Court Case Management Fund.....\$ 3.50
 - R.S. 46:2633 Traumatic Head & Spinal Cord Injuries....\$ 5.00
 - Bayou Region Crime Stoppers..... \$ 2.00
 - Witness Fees - Off-Duty Officers (Act No. 25).....\$ 7.50
 - Town of Lockport Fund (Ord. No. 188).....\$ 30.00
 - Law Enforcement Equipment (Act 238).....\$ 20.00
 - Technological Upgrades (Act No.238).....\$ 20.00

- (c) Criminal Offenses and Municipal Ordinances
 - LA. Commission of Law Enforcement (Act 562)...\$ 2.00
 - LA Trial Court Case Management Fund.....\$ 3.50
 - Crime Victims Reparations Fund (Act 250).....\$ 7.50
 - Bayou Region Crime Stoppers.....\$ 2.00
 - Witness Fees – Off-Duty Officers (Act No. 25)..... \$ 7.50
 - Town of Lockport Fund (Ord. No. 188).....\$30.00

- Law Enforcement Equipment (Act No. 238).....\$20.00
- Technological Upgrades (Act No.238).....\$20.00

(d) Litter Violations

- LA. Commission of Law Enforcement (Act 562)... \$ 2.00
- LA Trial Court Case Management Fund.....\$ 3.50
- Crime Victims Reparations Fund (Act 250)..... \$ 7.50
- Bayou Region Crime Stoppers..... \$ 2.00
- La. Wildlife Fund.....\$ 5.00
- Witness Fees – Off-Duty Officers (Act No. 25)..... \$ 7.50
- Town of Lockport Fund (Ord. No. 188).....\$30.00
- Law Enforcement Equipment (Act No. 238).....\$20.00
- Technological Upgrades (Act No.238)..... \$20.00

This Ordinance shall become effective as of signing by the mayor.

This Ordinance, having been submitted in writing, having been read and adopted at a public meeting of said council, was then submitted to an official vote as a whole, the vote thereon being as follows:

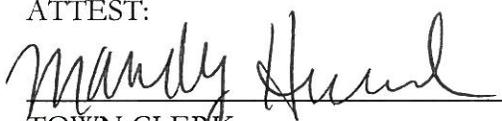
YEAS: Councilmembers: Barker, Guidry, Hartman, Rogers, and Triche.

NAYS: 00

ABSENT: 00

And the Ordinance was declared adopted on this the 16th of August, 2016.


MAYOR

ATTEST:

TOWN CLERK

ORDINANCE NO. 2016-013

The following ordinance, having been previously introduced, was offered for final adoption by Councilman Rogers, and seconded by Councilman Hartman.

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, TOWN OF LOCKPORT, LOUISIANA, TO ENACT AN ORDINANCE TO ALLOW FOR CREDIT CARD, CHARGE CARD, AND DEBIT CARD TRANSACTIONS WITH THE TOWN OF LOCKPORT.

WHEREAS,

THEREFORE BE IT ORDAINED THAT the Code of Ordinances, Town of Lockport, Louisiana, is hereby amended by adding a section to be numbered Sec. 2-3 which section reads as follows:

Sec. 2-3. Credit card, charge card, and debit card transactions with the Town of Lockport; convenience fees; procedures for acceptance; administrative action.

A. The Town of Lockport, the Town Clerk or any properly authorized agent of the Town, is authorized to accept credit cards, charge cards, or debit cards for the payment of fees, fines, licenses, taxes, penalties, and interest. The Town may enter into agreements with issuing companies and banks as are necessary to implement the use of these cards.

B. The Town of Lockport may charge a convenience fee, as determined by the Town Council, on any transaction whereby a person uses such a card for payment. Prior to charging the convenience fee, the total amount of the fee shall be disclosed to the customer. The customer shall have the right to decline payment of the fee and to submit payment for the transaction using another tender type. The convenience fee shall be determined by the Town Council and clearly posted at the Town Hall and on the Town's website.

C. (1) Prior to accepting the card as payment from a customer who appears in person at the Town Hall, the Town Clerk shall:

- (a) Require the presentation of the card.
- (b) Verify that the card has not expired and obtain the proper authorization for use of said card.
- (c) Verify that the signature on the receipt corresponds to the signature on the signature panel on the card.
- (d) Verify that the card has not been voided or revoked, or placed on a list by the company or bank issuing the card which would require that the transaction be precleared by the issuer. This verification may be accomplished by telephoning the issuing company or bank or by using any device or instrument that can access information encoded on the card and verify such encoded information through electronic or digital means.

(2) The Town of Lockport may also accept the card by utilizing electronic commerce which shall include but not be limited to the use of the Internet and conversant phone systems. Prior to accepting the card as payment when utilizing electronic commerce, the Town shall:

- (a) Verify that the card has not expired.
- (b) Verify that the card has not been voided or revoked, or placed on a list by the company or bank issuing the card which would require that the transaction be precleared by the issuer. This verification may be accomplished by telephoning the issuing company or bank or by using any device or instrument that can access keyed information and verify such keyed information through electronic or digital means.

D. The Town of Lockport may determine that credit cards, charge cards, or debit cards will only be accepted as payment for specific fees, fines, licenses, taxes, penalties, and interest only.

E. The Town of Lockport may suspend any license or permit issued or renewed pursuant to a payment made by a credit card, charge card, or debit card, if the credit, charge, or debit is refused, denied, dishonored, or reversed by the issuing company or bank. Any such license or permit shall remain

suspended until such time as the card payment which was refused, denied, dishonored, or reversed is made good by the person issued the license or permit. The Town of Lockport may likewise suspend any driver's license for failure to pay fines and court costs pursuant to a payment made by a credit card, charge card, or debit card, if the credit, charge, or debit is refused, denied, dishonored, or reversed by the issuing company or bank.

This Ordinance shall become effective as of signing by the mayor.

This Ordinance, having been submitted in writing, having been read and adopted at a public meeting of said council, was then submitted to an official vote as a whole, the vote thereon being as follows:

YEAS: Councilmembers: Barker, Hartman, Guidry, Roger, Triche.

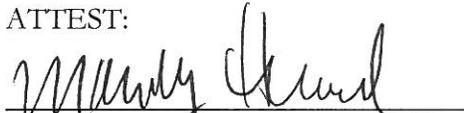
NAYS: 00

ABSENT: 00

And the Ordinance was declared adopted on this the 16th of August, 2016.


MAYOR

ATTEST:


TOWN CLERK

COUNCIL:
DONOVAN BARKER
SHARON ROBICHAUX GUIDRY
RODNEY HARTMAN
CRAIG ROGERS
WELDON TRICHE

710 CHURCH STREET
LOCKPORT, LA 70374

(985)532-3117
FAX (985)532-7143

MANDY HIMEL
TOWN CLERK

PAUL CHAMPAGNE
MAYOR



LOCKPORT, LOUISIANA

RESOLUTION NO. 1

BE IT RESOLVED, by the Town of Lockport of the Parish of Lafourche, Louisiana, in a public meeting held on August 16, 2016, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the following **adjusted** millage rates be and they are hereby levied upon the dollar of the assessed valuation of all property subject to ad valorem taxation within said Parish for the year 2016, for the purpose of raising revenue:

MILLAGE

General Alimony (5065 001): 7.000 mills

BE IT FURTHER RESOLVED that the Assessor of the Parish of Lafourche, shall extend upon the assessment roll for the year 2016 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

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

NAYS: None.

ABSTAINED: None.

ABSENT: None.

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on August 16, 2016, at which meeting a quorum was present and voting.

Lockport, Louisiana, this 16th day of August, 2016.

A handwritten signature in black ink, appearing to read "Mandy Himel", is written over a horizontal line.

Mandy Himel; Town Clerk
The Town of Lockport
710 Church St. Lockport, LA 70374
(985) 532-3117

COUNCIL:
DONOVAN BARKER
SHARON ROBICHAUX GUIDRY
RODNEY HARTMAN
CRAIG ROGERS
WELDON TRICHE

710 CHURCH STREET
LOCKPORT, LA 70374

(985)532-3117
FAX (985)532-7143



MANDY HIMEL
TOWN CLERK

PAUL CHAMPAGNE
MAYOR

LOCKPORT, LOUISIANA

RESOLUTION NO. 2

BE IT RESOLVED, by the Town of Lockport of the Parish of Lafourche, Louisiana, in a public meeting held on August 16, 2016, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the taxing district voted to increase the millage rate(s), but not in excess of the prior year's maximum rate(s), on all taxable property shown on the official assessment roll for the year 2016, and when collected, the revenues from said taxes shall be used only for the specific purposes for which said taxes have been levied. Said millage rate(s) are:

	<u>Adjusted Rate</u>	<u>2016 Levy</u>
General Alimony (5065 001):	7.000 mills	8.260 mills

BE IT FURTHER RESOLVED that the Assessor of the Parish of Lafourche, shall extend upon the assessment roll for the year 2016 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by no less than two-thirds of the total membership of the taxing authority voting in favor as required by Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B). The votes were:

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

NAYS: None.

ABSTAINED: None.

ABSENT: None.

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on August 16, 2016, at which meeting at least two-thirds of the total membership was present and voting.

Lockport, Louisiana, this 16th day of August, 2016.

Mandy Himel, Town Clerk
The Town of Lockport
710 Church St. Lockport, LA 70374
(985) 532-3117