

**Town of Lockport
Lockport, Louisiana**

Minutes of Regular Meeting March 20, 2018

The Mayor and Town Council met in regular session on Tuesday, March 20 at 7:00PM, at the Lockport Town Hall Complex.

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

Mayor Edward Reinhardt called the meeting to order. The opening prayer was offered by Mandy Himel. The Pledge of Allegiance was led by Mayor Reinhardt.

D. Roll Call

The roll was called with the following present: Mayor Edward Reinhardt, Councilmembers Stephen Baudoin, Sharon Guidry, Bobbie Galjour, Rodney Hartman, and Wayne Bourgeois. Also present were Town Clerk Mandy Himel, Town Attorney Chris Huddleston, Chief David Harrelson, Jr, Allie Rasid, Sr, Mark Rodriguez, Andrew Griffin, and Dona Breaux.

E. Approval of Minutes for February 27, 2018, Regular Meeting

Mayor Reinhardt asked for approval of the minutes for February 27, 2018. Councilwoman Guidry made a motion to accept the minutes as presented. Councilwoman Galjour seconded the motion, and it carried unanimously.

F. Approval of the Financial Statements for the month ending February 28, 2018

Mayor Reinhardt asked for approval of the Financial Statements ending February 28, 2018. Councilman Hartman made a motion to accept the financial statements as presented. Councilwoman Galjour seconded the motion, and it carried unanimously.

G. Police Report

Mayor Reinhardt called on Chief Harrelson to report on the department's activities. Chief Harrelson distributed copies of the monthly activity report. Councilman Bourgeois made a motion to accept the police report as presented. Councilman Baudoin seconded the motion, and it carried unanimously.

H. Providence Report

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

1. Sewer Rehabilitation (Southwest Quadrants):

A substantial completion inspection was held on March 14, 2018. A minor punch list was compiled of uncompleted items. A Resolution of Acceptance is on the Agenda.

2. Street Repairs:

We met with the IEB Board last Monday and the Board has accepted the street changes. The Engineering Agreement has been submitted to Facility Planning. Awaiting a Letter of Commitment of Funding.

3. Capital Outlay:

Capital Outlay requests were submitted with support letters for the Lockport Streets and the Church Street Drainage.

Councilman Bourgeois said it keeps getting asked if we have a copy of the proposed streets. We are continuously getting asked. The majority of the community is under the understanding that every street is getting repaved, and they will have brand new streets. He stated we discussed at the last meeting if we are lucky that twenty percent of the streets would get done. Mr. Breaud stated that is correct. There is no way with the money of about \$900,000.00 that all the streets will be done in town. He stated a list was submitted. He stated what we planned on doing them even with the amount of streets that are on the list, we would have a good chance, but we won't be able to do them all. He stated last month he stated there would be a base bid, alternate 1, 2, and 3. He said depending on the bids we will start accepting the bids for that amount. He stated there is no way we will be able to do all the streets in town. He also stated when we first submitted this thing, we tried to do a little bit of work on all the streets, but we couldn't do a maintenance project. The state said it had to be a capital project. He stated what you have to do is patch and overlay which is something the state is doing now on the streets for the road buyback program. Mayor Reinhardt stated this is the reason we never put out the map because we weren't sure what streets would be on it. He stated he has the map right here if you want to see the ones we are trying to get in. He also stated anyone in the public can come get the map tomorrow if they want to see it. He stated it is not guaranteed all those green marks will be put in there. He said there are yellow ones that are not. We had green that went to yellow. This is why we never put out the map because we would have chaos. He stated we still don't have it all yet. If he passes it out, when the green streets come up that doesn't mean they will be in there. If they want it, they can have the map. Councilman Bourgeois stated he agrees completely. Mayor Reinhardt stated he was getting asked the same thing. Councilman Bourgeois stated the reason he was asking is because after the Mayor's post thanking Norby and

Truck which he also called to thank them, a lot of the population was under the impression that we have the money to fix all the streets. Mayor Reinhardt stated we have money to fix streets, but we don't have the money to fix all the streets. Councilman Bourgeois stated he understands that. Mayor Reinhardt stated we had said that a lot times, and that is why we never passed out the map because we weren't sure yet. Councilwoman Guidry asked how you determine what streets because that will be a question that will be asked. Mr. Breaud stated about three or four months ago, the Mayor, Tony (town supervisor), and he rode every street in town and came up with a list. He stated at that time we thought we were going to be patching. He stated they tried to put a priority on them. They went to the state to try to fix and patch as many as they could.

I. Resolutions

1. Resolution to accept the Municipal Water Pollution Prevention Environmental Audit Report

Councilman Bourgeois made a motion to accept the above stated resolution. Councilwoman Galjour seconded the motion, and it carried unanimously.

2. Resolution of acceptance of work performed by Gulf Coast Underground, LLC for the construction of the Southwest Quadrant Gravity Sewer System Rehabilitation, Town of Lockport, Lafourche Parish, Louisiana.

Councilman Hartman made a motion to accept the above stated resolution. Councilwoman Guidry seconded the motion, and it carried unanimously.

J. Announce time, date, and place of meeting in which the town intends to continue ad valorem property tax.

Mayor Reinhardt stated the Town of Lockport will discuss the ad valorem property tax at the regular meeting on April 17, 2018 at 7:00 pm.

Councilwoman Guidry made a motion to go into public hearing. Councilwoman Galjour seconded the motion, and it carried unanimously.

K. Public Hearing

1. Discuss an ordinance to adopt statewide agreed upon procedures for the Town of Lockport, Louisiana, as prescribed by the Louisiana Legislative Auditor.

Town Attorney Chris Huddleston explained to the Council about the Agreed Upon Procedures which is required by the Legislative Auditor. It should be adopted along with our regular Town of Lockport Personnel Policy as one document. Discussion took place regarding our personnel policy and AUPs. They asked who approves the Mayor and Chief of Police's travel expenses. The town clerk asked the Town Attorney for his opinion. He will look into it. Councilman Bourgeois stated we should look into the preferred way possibly by LMA's best practices. The town clerk stated for the Audit she has to disclose all expenses by the Mayor and the Chief which includes travel expenses. The town clerk stated all reimbursements will be made through check from now on. More discussion took place. The council also asked about specific issues with the personnel policy such as maternity leave, vacation, etc. Councilwoman Guidry also stated we should add part time positions and whether the position is part time or full time. Councilman Hartman suggested to give the council time to read through the personnel policy issues. The council will provide suggestions to the town clerk and revisit this issue at a later meeting. The town clerk stated this has to be adopted by June 30, 2018.

Councilman Hartman made a motion to get out of public hearing. Councilman Baudoin seconded the motion, and it carried unanimously.

L. Reports

a. Mayor Edward Reinhardt stated we still dealing with the generators. He stated he talked to Kyle again, and he still never responded. He stated he met up with him, and he never said what he wanted to do, and now we in a bad situation. We need to get something done. He stated we still have the proposed contract with Arcco, and it's \$500.00 more dollars than Kyle. He needed a motion to go with Arcco to get the generators up to date and everything else. He stated we can't keep waiting, and we need to get the generators serviced.

Councilwoman Guidry stated she had seen Arcco was paid \$2,500.00. Mayor Reinhardt stated Arcco was called out to fix something on the generator. He stated the service will be different, they will change out all the things that was talked about previously. Councilwoman Galjour stated she likes to keep business local, but we have to get this service done. Councilwoman Galjour made the motion to sign a contract with Arcco. Councilman Hartman seconded the motion, and it carried. Councilwoman Guidry abstained from voting. Mayor Reinhardt stated he needed a motion to sign any and all documents having to do with the Capital Outlay program for the streets. Councilman Bourgeois asked if there was a resolution. Attorney Huddleston stated the Council vote was the same as a resolution. Councilman Bourgeois asked if it was the documents for engineering or moving forward with work. Mayor Reinhardt stated everything for capital outlay. Councilman Bourgeois asked if they would not know anything until the work is done. Mayor Reinhardt stated when it comes in everything has to be signed. Councilman Bourgeois stated they get asked everyday what is going on, and they don't know. Mayor Reinhardt stated the number is 532-3117, he is here everyday. Councilman Bourgeois stated he can come here, and he still doesn't get an answer. Mayor Reinhardt stated he doesn't go to Blackies every morning. He stated that is one place he doesn't go. Councilman Bourgeois stated if he wanted to go there they can, he has all night so why not. Mayor Reinhardt stated if they don't come ask him

then he can't tell them what is going on. Councilman Bourgeois stated he does come ask him. Councilman Bourgeois stated the Mayor's answer was I will find out when the roads are getting done when everyone else does. Mayor Reinhardt stated that is the same thing he told everyone else. Councilman Bourgeois asked the Mayor if he was asking for the authority to sign something that they don't know what is getting signed. Councilman Hartman stated it is all part of the project, and it is just a formality. Mayor Reinhardt stated we got paperwork in today, and he needs to sign it. Councilman Baudoin asked what the documents are. Councilman Baudoin asked the Mayor if he was asking for authorization for the Mayor to sign everything from now to the completion of the capital outlay project. Councilman Baudoin stated he isn't quite sure if he is in favor of this. He said this was no reflection on the Mayor. He stated this was a broad approval. Mayor Reinhardt stated if paperwork comes in, it has to be signed. Councilman Baudoin stated we need to look at it again and have another pair of eyes on the documents. Councilman Bourgeois stated the paperwork has come back to them on the sewer project for more authorization with changes. Mayor Reinhardt stated he has to sign the paperwork. He stated who is going to be here everyday to sign this paperwork. He is here everyday. Mayor Reinhardt stated he just wants to get it done. Councilman Baudoin stated he is not against the Mayor signing anything. This is his first time dealing with this, and he stated this is not a reflection on the Mayor. He just wants to know what the documents are before authorization. Mr. Breaud explained about the documents from Providence and the state as well. Town Attorney Chris Huddleston explained more about the documents to the council. Councilman Bourgeois stated he has no problem with the mayor signing documents with the state to get the money. He does feel that before the project moves forward they need to be made aware of it. Councilman Bourgeois stated again that the consensus of the population think all the streets are being done. Mayor Reinhardt stated it is not the whole town that will be done. Councilman Baudoin stated the council not being able to communicate slows down the process. Emails or texts could be considered a "meeting". Mayor Reinhardt stated get back to the issue, if the documents come in to sign, do they want to wait until next month's meeting. Councilman Bourgeois made a motion to authorize the Mayor to sign all documents pertaining to the 2016 Capital Outlay road project between the Town of Lockport and the State of Louisiana. Councilman Hartman seconded the motion, and it carried unanimously. Mayor Reinhardt mentioned that Houma is out of South Central Planning. He stated they will probably raise the fees with no guarantees. Mayor Reinhardt stated we spending money and not making the money. Mayor Reinhardt stated the parish still has the contract. Discussion took place. Councilwoman Guidry made a motion to terminate the contract with South Central Planning. Councilwoman Galjour seconded the motion, and it carried. Councilman Bourgeois and Councilman Baudoin abstained from voting. Councilman Hartman stated he would still like to continue the membership with South Central Planning. Councilman Bourgeois stated we will still be paying for the mypermitnow program. Mayor Reinhardt asked Councilman Bourgeois about keeping the heavy stuff off the streets for the fair since the roads are being done. Mayor Reinhardt stated Mr. Leonard Chauvin promised to put Veterans Street back if they mess it up by going down the street with pilings. Councilman Baudoin stated he is concerned with the sewer system as well.

b. Council

1. Councilman Baudoin stated it was mentioned the Conoco Station has been sold. The new owner was beginning to do work, but it looks like it stopped. Councilman Bourgeois stated it was for sale. Councilman Baudoin stated the old Jeandron building's roof was torn off. Discussion took place about buildings on Main Street. Councilman Baudoin also mentioned zoning issues, blighted properties, and trash.

2. Councilwoman Guidry stated she is understanding the garbage company had changed companies. She stated Mr. Mark Rodriguez had went to the head person and asked about them using smaller trucks for the roads. As of Thursday, they were still using the bigger trucks. Councilman Bourgeois stated he called the Parish, and he spoke to Mr. Jerome. He stated he called the garbage company, and the dispatch told him "if your trash is picked up then we did our job." Councilman Baudoin stated we can limit the weight that goes down the streets. Councilwoman Guidry also talked about the Entergy pole issues. She doesn't want anyone to have the burden of this cost, and is concerned about the poles possibly hurting someone. She wants to know who is responsible for maintaining the electrical poles. She asked for the town's Entergy contact person information.

3. Councilwoman Galjour stated on April 7th and 8th is Paddle the Bayou which is an event that has been going on for a number of years, and they end up here on the Bayouside. She stated in the past the Town has always had some kind of reception, and she would like to see the Town do something or solicit some businesses to do something because the majority of these people are from out of state. Mayor Reinhardt stated he spoke to the lady in charge, and she stated they had cooked food such as BBQ hamburgers and such. Mayor Reinhardt stated we can check to see if they would need any kind of help. Councilman Bourgeois stated he spoke to Kristy, and the last thing she sent him was that Spahr's was providing the food for the event, but they were looking for people to donate for drinks. Councilman Bourgeois stated he was going to sponsor drinks for one of the events, but there were looking for another business to donate drinks for the other event. Councilman Bourgeois stated it would be great to see the town out there.

4. Councilman Hartman stated he saw in the paper that the Parish was in charge of Recreation. He has been hearing things have not been going like they should be, and he hoped it would not be a problem for our children.

5. Councilman Bourgeois stated this Saturday at 2PM at the ballpark there will be the Annual Easter Egg Hunt for anyone who wants to attend. Anyone who would like to help hide 12,000 Easter eggs can be at the ballpark for 1PM. He stated the Lockport Fair will be April 20, 21, and 22. The dollar ride night will be on the 19th. He stated anyone wanting to donate for the auction or to hang a banner you could drop it off at

Councilman Bourgeois' office or call the office. If anyone wants to advertise, there are multiple levels. There will also be a 5K for anyone interested you can register online on the Lockport Food Festival page. He stated the weekend of April 27th & 28th, the Lockport Fire Department will host their Baseball Tournament for the 7th year. He stated previous years half of the profits have been going to different places, and this year all of the proceeds will be going to getting new nets for the batting cages.

c. Town Attorney

Attorney Christopher Huddleston stated there were two culverts on Comeaux Drive that are raised above the level that doesn't allow water to drain. He stated they need to be taken out and replaced. He stated they were probably put in way before the Town started issuing permits or anything that we kept records of. Attorney Huddleston, the Mayor, and Melanie discussed the situation, and they need Council approval to allow the Mayor to make an agreement with the property owners. He stated one of them has a driveway poured over it, and we will need to cut the driveway to replace the culvert. Councilman Baudoin asked if the culverts were on town property. Attorney Huddleston stated it is on the right a way. Councilman Baudoin asked if we were going to use the same culverts. Mayor Reinhardt stated if they don't break when they are pulled out, then we will use the same ones. Councilman Bourgeois stated if the Town is not looking at much difference in expense, then we should look into hiring a contractor with insurance. Mayor Reinhardt stated we have to put the right size culverts. He stated he knows the crew can do it, but then if something happens then what will the town do at that time if it is on the right of way. He said we can go both ways if we have to. More discussion took place. Councilman Baudoin stated the cost is ours. Councilwoman Galjour made a motion to have the Mayor sign an agreement with the homeowners to replace the broken culverts on Comeaux Drive. They didn't have the exact address at the time. Town Attorney Chris Huddleston and Mayor Reinhardt have the address. Councilman Baudoin seconded the motion, and it carried unanimously. Town Attorney Chris Huddleston stated other parishes are starting to do the placement of culverts. He stated our ordinance is just about the driveway culvert. Councilman Bourgeois stated we should look into putting an ordinance on the books.

Mayor Reinhardt stated we talked about South Central Planning, but we never made a motion to go to the Parish. Councilwoman Guidry stated she made the motion to get out of South Central planning, and go with the Parish. Councilman Bourgeois stated it was all done at the same time.

M. Public wishing to address the Council

1. Ms. Dona Breaux addressed the Mayor, Council, City Attorney, and Chief of Police on an issue with her public records request. She stated she filled out the forms that were needed for her request. She is very disappointed that the Chief of Police has not contacted her with any of the information. There was a brief discussion. She also addressed the parking issue at the end of Barrilleaux Street by the snowball stand. There was more discussion. She wished everyone a Happy Easter, and she thinks there is a lot that needs to be done in town.
2. Mr. Doug Cheramie, PO BOX 502 Golden Meadow, addressed the Mayor, Chief of Police, and Council. He serves as a Liaison on behalf of the Attorney General's Office. He just wanted to offer his services and introduce himself.
3. Mr. Tony Bellanger, 1000 Ethel Street, addressed the Council about the ditches. There is one that is still holding water. He is concerned about mosquito issues. Mayor Reinhardt stated we will check it out.
4. Mr. Andrew Griffin, Comeaux Drive, addressed the Council about road grinding and several other issues such as standing water with mosquito issues as well. He also asked about the school bus turn around at the end of the street. Discussion took place. Mayor Reinhardt stated this is one of the streets we won't be able to get to unless we have a little extra money. He stated maybe we can talk about doing something extra if we can. Mr. Griffin wants to put a cement driveway, but doesn't want to do anything until he finds out what the Town will be doing on that street. He also asked about the process for changing the speed limit on the streets. Discussion took place.

Mayor Ed Reinhardt asked three times if anyone else had anything to say, and no one answered.

N. Adjourn

The next scheduled regular Town meeting will be held on Tuesday, April 17, 2018. There being no further business to come before the Council, a motion by Councilwoman Galjour to adjourn the meeting at 9:24 p.m. Councilman Baudoin seconded the motion, and it carried unanimously.

Town of Lockport

/s/ Edward Reinhardt
Edward Reinhardt, Mayor

/s/ Mandy Himel
Mandy Himel, Town Clerk