

**Town of Lockport
Lockport, Louisiana**

Minutes of Regular Meeting June 9, 2020

The Mayor and Town Council met in regular session on Tuesday, June 9, 2020 at 5:00PM, 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, Wayne Bourgeois, Jr., and Rodney Hartman. Also present were Town Clerk Mandy Himel, Town Attorney Chris Huddleston, and Chief David Harrelson, Jr., Dona Breaux, Mark Bergeron, Megan Morris, Camille Griffin, Cindy Griffin, Vickie Eserman, Jeff Gamble, and Kathleen Kreamer.

E. Approval of Minutes for May 19, 2020, Regular Meeting

Mayor Reinhardt asked for approval of the minutes for May 19, 2020. Councilman Bourgeois and Councilman Baudoin asked for more time to listen to the minutes. No motion was made.

F. Approval of Financial Statements for month ending May 31, 2020

Mayor Reinhardt asked for a motion to accept the financial statements for the month ending May 31, 2020. Councilman Hartman moved, and Councilman Bourgeois seconded a motion to approve the financial statements as presented. It carried unanimously.

G. Police Report

Mayor Reinhardt called on the Chief to report on the department's activities. Councilman Bourgeois asked about Quick PD and past due collections. The town attorney, Chief, and town clerk will discuss texting options for court. Councilman Hartman asked about the new hire. Chief Harrelson stated all the issues have been addressed, and he is confident that there will no longer be any issues. Councilman Hartman asked why he started the officer at a higher rate of pay. Chief Harrelson stated that was the next available salary, and he does have experience. A motion was made by Councilman Baudoin and seconded by Councilwoman Galjour to accept the police report as presented. It carried unanimously.

H. Providence Report

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

1. Comeaux Drive Drainage Improvements: (No change since last meeting.)

Providence has provided our costs thus far to Mandy for her to include with the Town's costs. This information will be provided to Leonard Chauvin and NLLD. This information was requested to help entice NLLD to provide funding to move forward with replacing the culvert between Comeaux and Catherine Streets on the west side of LA 1 and installing a culvert system on the east side of LA 1 to tie into the existing.

2. Infiltration Investigation:

BLD started June 1st but had equipment problems so they are hoping to finish by June 5th. They are CCTVing 37 services. We have continued to move monitors hoping to find additional blocks that can be CCTVed while BLD is in Town. On June 3rd, a manhole on Ethel was found to be cracked and we are looking into possible replacement of the manhole. It appears that the cracks are limited to the top of the concrete, but the manhole was not constructed correctly (has several riser rings instead of bricks and mortar) so a new manhole would be best.

Southwest Quadrant Monitor Moves:

1. 02/11/2020: Fourth Street on School, Ethel, Elizabeth, and Catherine.
2. 05/20/2020: Second Street on School, Ethel, Elizabeth, and Catherine.
3. 05/27/2020: Last three manholes on Elizabeth (left Cat and 2nd where it was).
4. 06/03/2020: Last three manholes on Ethel (left Cat and 2nd where it was).

I. Select Official Journal for fiscal year July 1, 2020 to June 30, 2021

Councilman Baudoin asked about the Lafourche Gazette as an option. The official journal has to be a paid circulation. Councilwoman Guidry made a motion to select Daily Comet as the official journal. Councilman Baudoin seconded the motion, and it carried unanimously.

J. Resolutions

1. Authorize the Mayor to sign an agreement with Les Maisons de Bayou Lafourche, LLC that the developer will build everything to the town's subdivision ordinance and our engineer's recommendations. Councilman Baudoin made a motion to accept the above resolution. Councilwoman Guidry seconded the motion, and it carried unanimously.

2. To accept the preliminary plat and plans for the Les Maisons de Bayou project. Councilman Bourgeois made a motion to accept the above resolution. Councilman Baudoin seconded the motion, and it carried unanimously.

K. Call for a public hearing to amend the subdivision ordinance to reflect the annexations on the east side of Bayou Lafourche. Councilman Hartman made a motion to call for public hearing. Councilman Baudoin seconded the motion, and it carried unanimously.

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

L. Public Hearing to adopt Ordinances for lease renewals

1. Lafourche Parish Sheriff's Office (current lease expires June 30, 2020)
2. Lafourche Parish Assessor's Office (current lease expires June 30, 2020)
3. Lafourche Parish Clerk of Court's Office (current lease expires June 30, 2020)
4. Friends of Traditional Louisiana Boat Building (no current lease)
5. Christopher J. Huddleston (current lease expires June 30, 2020)
6. Bayou Playhouse (current lease expires June 30, 2022)

Ms. Eserman with the Boat Building asked for four months of help with the rent due to COVID-19. Ms. Megan Morris with the Bayou Playhouse asked for one year of help with the rent due to COVID-19. The Mayor and Council are willing to help both entities.

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

M. Ordinances for lease renewals

1. Lafourche Parish Sheriff's Office
2. Lafourche Parish Assessor's Office
3. Lafourche Parish Clerk of Court's Office
4. Friends of Traditional Louisiana Boat Building
5. Christopher J. Huddleston
6. Bayou Playhouse

No ordinances were adopted. Councilwoman Galjour made a motion to table this. Councilwoman Guidry seconded the motion, and it carried unanimously. The town attorney will look into this to make sure we follow all legal aspects.

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

N. Public Hearing to adopt ordinances for budgets

1. To adopt an ordinance to amend the fiscal year 2019-2020 Town of Lockport Budgets.

The council talked about the rent revenue for the amended budget. The town clerk emphasized the legal aspects of the leases and rent revenue. The town attorney stated we will have to get some guidance on this from the Attorney General. Councilman Hartman stated the numbers are there to finish the year, and the town clerk came up with a good projection to finish the year. Councilwoman Galjour asked about "other revenue". The town clerk stated when money comes in that wasn't budgeted on a certain line item, it is coded to other revenue. Councilwoman Galjour asked about building fund revenue. The town clerk stated that was the water plant sale. Councilwoman Guidry pointed out the date was wrong on the excel spreadsheet. The town clerk will change the date. Mayor asked the public, there were no comments.

2. To adopt an ordinance to adopt the fiscal year 2020-2021 Town of Lockport Budgets.

Mayor Reinhardt stated he will start one at a time giving the council a chance to state what they don't like about the budget and why. Councilwoman Galjour stated the big thing was she saw an increase in salaries of about \$44,000.00 from all the accounts. She did state the budget is not the easiest thing to understand. Mayor Reinhardt stated he waited for her to come in, and she never came in. Councilwoman Galjour asked about the building fund's office and maintenance supplies amended versus proposed. The town clerk stated we have to buy more cleaning supplies, and there is also a roof leak that needs to be fixed. The town clerk stated she would go over the line items, and if they have specific questions about salaries, then the Mayor can take over those questions. The town clerk went over in detail salary line items. She went over original, amended, and proposed numbers. She explained to the council how the budget is prepared. The Mayor proposes how many hours part time employees will be scheduled for that year. If they do not come in to work, they do not get paid. She stated when the budget is prepared, it is prepared with the intent they will work every single hour they are scheduled/proposed.

That is the only explanation she can give as to why it went up. She compared the original, amended, and proposed. Councilman Baudoin stated if we know we didn't use those numbers in the past, why we would use those numbers for proposed. Councilman Baudoin stated we amend the budget on an as needed basis. He stated if we had a surplus of funds, then, we could do that across the board, but he isn't sure if that is what we should be doing on the budget now. He understands the process, but he isn't sure he agrees with the logic. Mayor Reinhardt stated if you would deal with everyday operations, then you would see why he puts these numbers in place. Councilman Baudoin stated for a budget you look at the trends, and the trend doesn't indicate that. He spoke about percentages. Councilman Baudoin does not like the inflated numbers. Councilman Hartman went over some salary numbers. Mayor Reinhardt stated there is a part time person in the budget if he

decides to hire someone so we don't have to amend the budget. Councilman Baudoin asked if the Mayor was giving himself some lead way so he won't have to come back. Mayor stated that is correct. Councilman Baudoin stated those increases are too much. Mayor Reinhardt stated we amended the budget for \$97,000 for cars, and that was a lot. Mayor Reinhardt stated he has never gone over the budget, and he has always stayed inside his budget. Councilman Baudoin stated he asked if we could get this budget early so we can meet the deadline. Councilman Baudoin stated the numbers have to be supported by details. He stated the police department has no figures to support total numbers. He said he can't vote for this budget. Mayor Reinhardt stated to asked the Chief about figures for police department. Mayor Reinhardt stated he did not accept the Chief's budget because he makes the budget. Councilman Baudoin wants the details. Mayor Reinhardt stated the Chief has to take the money he gives, and he has to make it work. Mayor Reinhardt stated the Chief and him talked in his office. Mayor Reinhardt stated the Chief said they were sufficient with himself and four officers. So the Mayor stated don't hire anyone right now, and wait and see what happens. He said that is all he took out of his budget. Mayor Reinhardt stated he gave him the same numbers, and he just asked him to wait to hire someone else. Councilman Baudoin wants to know how we came up with this total with no supporting details. The Mayor stated he has to balance the budget to make sure we don't dig in the fund balance. Mayor Reinhardt stated they had two weeks, and they can come in and talk. Councilman Baudoin stated two weeks is not long enough especially when they don't have the details. Mayor Reinhardt stated, then, don't accept the budget. Mayor Reinhardt stated he took his budget and made it work. Mayor Reinhardt asked the Chief to justify hiring another officer right now. The Chief asks him to justify cutting the police department. The Mayor asked him to wait and see before hiring someone else. The Mayor stated the budget was amended for new radios and new cars. Councilman Hartman stated we are anticipating a loss. This will decrease the fund balance by \$60,000.00. Councilman Hartman stated the Mayor has to make decisions on where to cut. The police department's expenditures this year is \$602,519.00 which includes two police cars and the radios. The police department's revenue is \$156,780.00. Councilman Hartman stated the Chief needs to get with the Mayor and the town clerk to come up with line items numbers. Councilman Baudoin stated there is no supporting information. Councilman Hartman stated if they had a question, they should call the clerk. They had two weeks to do that. Councilman Baudoin stated he specifically asked last year that we not wait and delay this process, and he stated the details helps make the decision. Councilman Hartman stated it is the Mayor's budget. They should get together, and they should make it work. Councilman Baudoin stated to give him what he needs, or he can't make a decision. The Mayor stated if the Chief is over the number, the number he gave to him, then the Chief has to answer why he is over. The Mayor stated if the Chief and the Mayor sit down and work this out, then they couldn't change it anyway because they would both agree. Councilman Baudoin stated he has a vote. The Mayor said if the Chief agrees, and he agrees, why they would go against it. Councilman Baudoin stated if they agree to the penny, and the Mayor presents the budget as they agree, and if he doesn't like the numbers, then he will vote against. Councilman Baudoin represents the citizens of the this town, and he has the responsibility to make a decision as wisely as he can. The Mayor asked why would you turn it down when they weren't taking out of the fund balance. Councilman Baudoin stated he agreed to the budget last year so this town would not shut down because the deadline was past due. It was a compromise. He stated we gave increase in salaries in certain departments, and they maintained expenditures in other departments. He stated the second reason he voted the way he did because he didn't want to see vital departments shut down in the town, and we had the reserves. Councilman Bourgeois stated we also bought a backhoe. The Mayor stated they needed that equipment. The Mayor told Councilman Bourgeois that he said they were going to lock up the budget on the radio. Councilman Bourgeois stated he did not say that one time. Councilman Bourgeois stated he had nothing to bring up about the police department side. He asked the Mayor, on the budget, could he explain the expenditures, and why should they approve. Mayor Reinhardt stated if he went up because the equipment is going down, people can work and we don't have to spend money on contractors so that is why he gave them a raise. Councilman Bourgeois asked if Mike was working for free. Mayor Reinhardt stated Mike is the one working on the machines so we don't have to hire a contractor. He stated if we lose him, then we would be in a bigger bind because we would have to hire contractors. The Mayor stated you save money by hiring part time. Councilman Bourgeois asked if Mike was full time or part time. Mike is full time. Councilman Bourgeois asked how many employees we have. The Mayor said we have two part time and one full time in the front. The back has two full time and two part time people. The Mayor stated we stay within the budget. Councilman Bourgeois stated if the Mayor feels that giving a padding on the town's side so he doesn't have to come back and amend the budget is a good thing, then why they don't do it on the all sides. The Mayor balanced the budget so we don't take out of the fund balance. They discussed bonds and fines. The Mayor stated the police department knows how to do their job. He will not say to write more tickets. Councilman Bourgeois asked about community service. Councilwoman Guidry clearly asked at the last meeting if we took that money if it could be, and the answer was yes. She said she thinks the town council needs to put their foot down, and whoever the Mayor is, and make sure it gets puts back if we get it. She wanted to clarify that. She said she questioned if money was taken from LAMP, if the money can be put back, if they do the election, and we get the money. The answer is yes. Last year, she contacted Baton Rouge. She stated they suggested there be a committee formed for the budget. She doesn't see where that was formed. She said it was highly suggested, and he said that was the best way to get the budget handled. The Mayor said that is why they get the budget two weeks ahead of time. He said we need to help the people, and this is their money. She said he needed to call in someone like two councilmembers. The Mayor said the council has to make these decisions. He said they can't decide between them. He said he and the Chief needs to sit down and do what they have to do. Then, they can come in here, and battle it out until they decide to do it. Councilwoman Guidry said the Mayor did mention a little bit of an increase. She wanted to make sure that she did do it correctly. She came up with \$48,942.00 in salary increase. She is talking about on the town side. The town clerk asked if she was comparing amended budget to the proposed budget. Councilwoman Guidry said yes. The town clerk explained original, amended, and proposed budgets based on the Mayor's requests. Councilwoman Guidry asked

Councilman Hartman about the deficit fund balance. Councilman Hartman stated we spent more money than we taking in. Councilwoman Guidry stated she has no problem with someone getting a pay raise. Councilman Bourgeois went over the salary line items and explained how he looked at the figures. Councilman Bourgeois asked if a starting point is used, then why we aren't going to the same starting point unless a specific project is used such as capital outlay. Mayor Reinhardt stated we are going through phases of a capital project. We don't have to come up with money for first phase, but we will have to for the second phase. If we keep spending money, how are we going to come up with a match? Councilman Bourgeois stated he was expecting the proposed numbers would be the proposed numbers of last year. Councilman Bourgeois stated in most categories he was under, and he said that was a good thing. He said to see the new proposed go above and beyond that was a shocker compared to just coming up to that point, if that was a starting point. The town clerk stated she would go over line items in detail, but she asked any questions about payroll to be directed toward the Mayor since he makes those decisions. Councilwoman Guidry questioned percentages. Mayor Reinhardt stated he cut in places to make it work in other ways. Councilwoman Guidry suggested possibly budgeting more for cleaning supplies due to the COVID-19 virus. Councilwoman Galjour asked for clarity on transfers from sales tax to general fund. Councilwoman Galjour stated they should have gotten the budgets months in advance. The town clerk stated it is possible, but she thinks it would have been difficult this year due to the COVID virus. Ideally, she stated they would have liked to get it out in April. The town clerk stated actual numbers are more accurate if you wait longer. Councilwoman Guidry asked if they are given the proposed budgets in April, then, they can discuss it in May. By June, they might all be on the same page. The Mayor stated we couldn't do it this year because of the virus. Councilman Baudoin suggested a proposal as to what goals/objectives that would have financial impact presented for January. The Mayor stated he and Chief are here every day, and they can see what they need and don't need. Councilman Baudoin stated communication has to be there between everybody. Mayor Reinhardt stated he has no problem amending the budget if the town or the police department really needs something. He stated we have to try to adjust a little bit. He also mentioned detail with the Sheriff's office. He just suggest the Chief hold off on hiring one officer but not that he couldn't do it. Councilman Baudoin stated he was upset on this budget because of the delay and details. Ms. Dona Breaux, 212 Barrilleaux Street, has been coming here about the budget. She said we always have a problem with the police department. She said we need a whole town. She said we need people working together more. She said they have got to get together. She came look at the budget. The town clerk explained the budget to her. Councilwoman Guidry stated they are asking the Mayor questions about percentages. Ms. Breaux stated the budget is balanced. Councilwoman Galjour clarified they meant bringing people from the council in to talk about the budget on the committee, not outside people. Councilwoman Galjour also stated where did the Mayor get the initial number, and she said you have to have something. Councilman Baudoin talked about salary increases and percentages. Mayor Reinhardt stated he gives raises like \$.50 because the workers do the work instead of hiring contractors. He stated he saves money by not hiring contractors. Councilwoman Galjour would prefer to see that excess that the Mayor claims to use put in an account that says savings on the budget.

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

O. Ordinances

1. To adopt an ordinance to amend the fiscal year 2019-2020 Town of Lockport budgets.

Councilman Hartman made a motion to accept the amended budgets. Councilman Bourgeois seconded the motion, and it carried unanimously.

2. To adopt an ordinance to adopt the fiscal year 2020-2021 Town of Lockport budgets.

Councilman Bourgeois made the motion to table this until next meeting due to the fact of possible lease changes affecting the 2020-2021 revenue stream. Councilwoman Galjour seconded the motion, and it carried unanimously.

Councilman Hartman asked if we can at least get the budget adopted by June 30, 2020. Mayor Reinhardt stated we can try to do so. Councilman Hartman made a motion to allow for the town attorney to get an Attorney General Opinion in regards to the lease agreements. Councilman Baudoin seconded the motion, and it carried unanimously.

Councilman Bourgeois made a motion to allow the town clerk to apply for corona virus relief funds through the state. Councilman Baudoin seconded the motion, and it carried unanimously.

P. Reports:

a. Mayor- Mayor Reinhardt mentioned the drainage project. The NLLD committed to putting money toward a phase. He said we putting money toward fixing culverts and drainage. He said the pumper did a good job with keeping the water down. He will set up a meeting for residents with sewer problems. Councilman Bourgeois stated people who never had issues are having issues now. He explained those people the process of why that issue may be now and not then. Councilman Bourgeois also mentioned to ask Providence if a second small plant at Catherine instead of a lift station may be a solution.

b. Council

1. Councilman Baudoin asked about culvert expenditures.

2. Councilwoman Guidry asked for clarification on the culvert replacement area. She thanked everyone who was left.

3. Councilwoman Galjour thank everyone who was here.

4. Councilman Hartman asked about the residence on Justin Street with the trash. Mayor Reinhardt stated he is scheduled to come to court tomorrow. Councilman Hartman asked the Chief to get with the Mayor on the budget line items.

5. Councilman Bourgeois-no report.

Chief Harrelson asked about electrical work for his office.

Q. Public wishing to address the Council

No one from the public address the council.

R. Adjourn

The next scheduled regular Town meeting will be held on Tuesday, July 21, 2020. There being no further business to come before the Council, a motion by Councilwoman Galjour to adjourn the meeting was seconded by Councilman Hartman. It carried unanimously. The meeting ended at 8:37PM.

Town of Lockport
/s/ Edward Reinhardt
Edward Reinhardt, Mayor

/s/ Mandy Himel
Mandy Himel, Town Clerk