

CITY OF OPELOUSAS
OPELOUSAS, LOUISIANA
REGULAR MEETING MINUTES
FEBRUARY 8, 2011

The Council of the City of Opelousas, Parish of St. Landry, State of Louisiana, convened in a regular session on this 8th of February 2011 at 4:00 p.m.

With Mayor Donald R. Cravins, Sr. presiding, the meeting was called to order.

The Mayor requested the City Clerk to call the roll and the following Council members were PRESENT: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin. ABSENT: None.

A moment of silent meditation was observed and Alderman Blair Briggs led the Pledge of Allegiance.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and unanimously carried, it was resolved to approve the minutes of the Regular Meeting held on 01/11/2011 and a Special Meeting called on 01/18/2011.

On a motion by Alderman Reginald Tatum, seconded by Alderman Joseph Charles and unanimously carried, it was resolved to adopt the agenda, with the following changes: **adding under the PRESENTATIONS Sections, Item No. 6-A**, "Presentation by Mr. Ron Turner to address letter from Mr. Darryl Wagley"; **adding under the RESOLUTIONS Section, Item No. 19-A**, "A Resolution authorizing Mayor Donald R. Cravins, Sr., to sign all documents pertaining to the Municipalities Infrastructure Program (MIP) Application"; **adding under the CONSENTS Section, Item No. 31**, "Approve payment to Ryan Tomlinson in the Fire Department for ninety-six (96) vacation hours"; **Item No. 31-A**, "Approve payment to Matt Miller in the Fire Department for one hundred ninety-two (192) vacation hours and eight (8) bonus hours"; **Item No. 31-B**, "Accept the retirement of Lt. Donald Thompson in the Police Department and approve payment for one thousand nine hundred (1,900) hours of accrued annual leave, effective 02/04/2011"; on a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin, it was resolved to approve **adding under the ANNOUNCEMENTS Section**, "Presentation by Mr. Kyries Hebert regarding his sports and dance camp".

PRESENTATIONS

Presentation by Mr. Darryl Wagley for Employee of the Month. The Employee of the Month chosen for January 2011 is Mr. Hubert Jerry and he has been employed with the Water Department for 15 years. Mr. Jerry is married and has three children.

Presentation by Mr. Ron Turner to address letter from Mr. Darryl Wagley. Mr. Turner stated that at the August 2010 meeting, Mr. Wagley made a presentation regarding a Fleet Management program and a Fleet Manager, and the Aldermen voted it down at that time. In his presentation, he included purchasing small, fuel-efficient vehicles instead of big trucks. Mr. Turner stated that several months later he noticed they had a Fleet Manager and several big trucks that were purchased. He then communicated with Mr. Wagley to inquire because this did not seem in line with his plan for Fleet Management. He asked for public records regarding the purchases but never received those. Mr. Turner stated that on November 3, 2010, Mr. Wagley responded in what he thinks was a very disdainful letter--insulting to him; accusing him of not doing his job or using City equipment and City time for personal reasons, when he thought the purchase of the trucks was City business. Mr. Turner also referred to correspondence sent during Mayor Anna Simmons' term regarding the purchase of a generator. He stated that the purchase was approved but not funded and he could not spend money until it was put in the budget. He pointed out that the City requested bonds but before the money was received, the City purchased a generator. Mr. Turner also commented on several other items that he had been questioned about in the past including the street sweeper and the agitator. He wanted it known that Mr. Wagley had given the Council information that was very misleading.

Presentation by Attorney Frank Trosclair regarding State statutes for calling special meetings. Attorney Trosclair stated that he was asked to research the issue of when special meetings could be called by Lawrason Act communities. The City is governed by the Lawrason Act and any actions by the City Council must be in conformity with that. He was also asked to research any City ordinances dealing with the calling of special meetings by the City Council or the Mayor. Under the Lawrason Act, there are only certain occasions when a special meeting can be called: 1) it can be called by the Mayor; 2) it can be called by a majority of the City Council; or 3) it can be called in the instance of what is defined as an extraordinary emergency, such as a natural disaster, threat of epidemic, civil disturbances, suppression of insurrections, the repelling of invasions, or other matters of similar magnitude, *such as Katrina*). That is the only time that someone

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other than the Mayor or a majority of the Council can call a special meeting. *In those instances where there is an extraordinary emergency, it can be called by an individual member of the City Council and only in those instances.* There is presently a City ordinance that was passed in 1992 that, at that time, was in conformity with the Lawrason Act; however, the Lawrason Act was amended several years back and the present City ordinance is in violation of that revision and is not in effect. Attorney Trosclair suggested that the Council consider amending its ordinance to be in conformity with the Lawrason Act which is the supreme act for governing municipalities and the present ordinance is not a valid ordinance in terms of it allowing a special meeting to be called by any member of the City Council. Alderman Reginald Tatum asked Attorney Trosclair if the Louisiana Municipal Association was aware of that ordinance because the Council just had a training session and the LMA presented them with copies of the Lawrason Act and that amendment was not brought up in the training session. Mayor Cravins stated that the present ordinance needs to be changed. On a motion by Alderman Reginald Tatum, seconded by Alderman Julius Alsandor and unanimously carried, it was resolved to have Attorney Pride Doran research the ordinance in regards to special meetings and present an amended ordinance at next month's meeting.

Presentation by Mr. Keith Jones regarding request to burn trees within City limits. Mr. Jones with KJ Contracting was in attendance to discuss the request by Mr. Arnold Prescott to have him burn some trees on his property. Fire Chief Lee Cahanin stated that there is a City ordinance that prohibits burning trees in the City limits without a waiver being granted. Alderman Reginald Tatum stated that if there is an ordinance on the books regarding this, then it is more of a statement than a question. Chief Cahanin stated that the ordinance is there for good reason. He pointed out that there would be a cost if the Fire Department has to go out to extinguish the fire. Mr. Jones stated that he has equipment to put out the fire. Aldermen Julius Alsandor and Blair Briggs agreed that the Council should not issue a waiver based on the City ordinance. No action needed.

Presentation by Ms. Carolyn Murray regarding request to stop demolition order on her property. Ms. Murray asked the Council not to demolish the home on her property located at 1212 Cherbourg Street. Ms. Margaret Doucet stated that this was a brick home that was burnt since 07/04/2009. The family has since secured the home and Ms. Murray has said that family members will help to repair the property. She stated that the material has been purchased and they are ready to start. Ms. Catherine Murray also stated that most of the materials have been purchased. Mayor Cravins inquired as to whether the house has been secured and also how much time is needed for repairs. Ms. Murray stated that they will need about sixty (60) days to make repairs. Alderman Julius Alsandor stated that Ms. Murray seemed sincere and he would allow an extension. On a motion by Alderman Julius Alsandor, seconded by Alderman Joseph Charles and unanimously carried, it was resolved to grant Ms. Carolyn Murray an additional ninety (90) days to rehabilitate the home located at 1212 Cherbourg Street.

Presentation by Rev. Walton Dunbar regarding Black History Month. Rev. Dunbar referenced an article in the *Daily Advertiser* that headlined, "UL celebrates Black History Month" and stated, in part, "...These events, Black History events, are not just for blacks but for everyone to learn about another part of our shared American history," said Dr. Jennifer Jackson, assistant to the President for Campus Diversity. "This is a time for all of us to come together and celebrate. We celebrate the Black History Month to reunite and rededicate ourselves to our shared future," UL President Joseph Savoie told about 300 students and guests at a kickoff event. Rev. Dunbar stated that his presentation today was made in the context of this being Black History Month in our nation and in the context of Dr. Jackson and UL President Savoie's statements. Rev. Dunbar spoke about the relationship his father, Oscar Dunbar and Hebrard Greene, Sr., had in the 1940s. He told stories about how his father was not prejudiced and how he had befriended Mr. Greene back in the late 40s. Rev. Dunbar went on to quote from Dr. Martin Luther King, Jr.'s "I Have a Dream" speech, "...with this faith we will be able to transform the jangling discords of our nation into a beautiful symphony of brotherhood." Rev. Dunbar asked for the endorsement of the formation of a "human relations council" in Opelousas. This group will be a committee of like-minded citizens with the purpose of promoting greater understanding, mutual support and cooperation, standing proud and celebrating the uniqueness of our individual racial, ethnic, religious, and political diversities while at the same time showing that we are the "human race."

Budget Committee Report. Alderman Julius Alsandor summarized the Budget Committee Reports.
BUDGET COMMITTEE

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Thursday, January 20, 2011 @ 3:30 P.M.

PRESENT: Julius Alsandor, Chairman, Jacqueline Martin, Vice-Chairman, Joseph Charles, Blair Briggs

ABSENT: None

1. *List of Salaries with Gender, Department, Pay, Etc.* A report was given to each Committee member to review all full and part-time employees' wages. *On a motion by Alderman Joseph Charles, seconded by Alderwoman Jacqueline Martin, it was recommended to accept the report and refer further discussion at the full Council Meeting on February 8, 2011.*
2. *Appointments Salaries.* *On a motion by Alderwoman Jacqueline Martin, seconded by Alderman Blair Briggs, it was recommended to forward this issue to the full Council for discussion.*
3. *Discuss Budget Cuts.* Each Alderman expressed to each department head their concerns regarding the current fiscal year's budget. After a lengthy discussion with department heads regarding budget cuts, each department head was instructed to look at each department's budget and attempt to make a reduction. Each department head was given the task of presenting the committee with a new budget that reflected a five percent reduction, a seven percent reduction and a ten percent reduction. Each department head would have the opportunity to present their reduced budgets at the regular budget committee meeting scheduled for February 2, 2011. No further action taken at this time.

On a motion by Alderwoman Jacqueline Martin, seconded by Alderman Joseph Charles, the meeting was adjourned at 4:25 p.m.

BUDGET COMMITTEE

Wednesday, February 2, 2011 @ 4:00 P.M.

PRESENT: Julius Alsandor, Chairman, Joseph Charles, Blair Briggs

ABSENT: Jacqueline Martin

1. *Discussion regarding proposed Budget Cuts.* The committee asked each department to submit the proposed budget cuts and allow the committee to review each department's proposal and make recommendation at the full Council meeting on February 8, 2011. Alderman Joseph Charles stated that he wanted to contact the City's Auditors to review the budget prior to any cuts. Alderman Charles stated that he wants this done because several employees were recently hired and he wants to make sure that there is enough money in the budget. City Clerk, Karen Frank, informed the Aldermen that the City's Auditors would not be able to make recommendations because they perform the audit. The City would have to employ another audit firm. No action taken at that time. Ms. Lavonya Malveaux, City Court, confirmed that every department would be allowed to speak at the next meeting. Mr. Paul Mouton, City Marshal, stated that he had not received notice of the last meeting and was unprepared to submit his cuts. Fire Chief Lee Cahanin wanted to make a presentation in regards to his proposed cuts. Mrs. Delores Guillory asked the committee to please take into consideration that the Museum needs every dollar and more that was budgeted for this fiscal year. Police Chief Perry Gallow stated that he could not see a five percent budget cut happening. He has only been able to make adjustments in supplies and other services.

The committee members chose to allow a few departments to make their presentations and would allow the rest to present their budget cuts on Monday, February 07, 2011. Fire Chief Lee Cahanin presented the fire departments proposed cuts. Chief Cahanin stated that the fire department only gets three hundred thousand dollars for operational expenses which also include insurance. Chief Cahanin stated that any cuts would be detrimental to his department. Chief Gallow presented the committee with his proposed budget cuts. Police Chief Perry Gallow reiterated what Fire Chief Cahanin stated in regards to the budget cuts. Mr. Ken Vidrine also presented his proposed budget cuts. Mr. Vidrine also submitted a fee recommendation schedule for Parks & Recreation. The proposed fee schedule has a three year plan to make the transition from where they are to where they should be much easier. Mr. Vidrine stated that the administration had done improvements to the buildings but no adjustment in fees has taken place in the last fifteen to twenty years. Mr. Vidrine asked the committee that the additional fees be implemented instead of his department taking a budget cut. Mr. Kim Fontenot, Interim Public Works Director, submitted proposed budget cuts for the Street department, Sewer department and the Water department. Mr. Fontenot stated that he has suspended all non-emergency overtime and was currently writing a process for distribution of tools and materials. Mr. Fontenot also stated that he was reorganizing labor force for increased production.

Departments that were not allowed to present would be allowed to present on Monday, February 07, 2011.

On a motion by Alderman Blair Briggs, seconded by Alderman Joseph Charles, it was resolved to recess the budget committee meeting until Monday, February 07, 2011 @ 4:00 p.m. The meeting was recessed @ 5:45 p.m.

BUDGET COMMITTEE

Monday, February 7, 2011 @ 4:00 P.M.

PRESENT: Julius Alsandor, Chairman, Jacqueline Martin, Joseph Charles, Blair Briggs

ABSENT: None

1. *Discussion regarding proposed Budget Cuts.* The committee allowed the remaining department heads to submit their proposed budget cuts. Lavonya Malveaux, City Court, submitted the proposed cuts. Ms. Malveaux stated that the cuts would come from detention and services. Ms. Malveaux also stated City Court would make whatever sacrifice in order to comply with the budget cuts. Mrs. Melanie Lebouef, Tourism, presented proposed cuts for Tourism. Mrs. Lebouef stated that their cuts would come from several events that the City sponsors. A proposed budget cut was also submitted from the Museum.

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Mrs. Margaret Doucet, Code Enforcement, made a presentation for budget cuts in Code Enforcement. Mrs. Gidget Jolivette, Community Development, presented budget cuts for community development. The Community Development budget cuts would come from supplies, repairs and other services. Mrs. Linda Walker, Municipal Civil Service, presented a proposed budget cut but did not want to address the committee. Roger Brown, Fleet Manager, presented cuts for the Municipal Garage. Marshal Paul Mouton presented the proposed budget cuts for the Marshal's office. Marshal Mouton stated that his office has no overtime and can only reduce the budget by cutting office supplies, phone, printing, and fuel and vehicle repairs. Karen Frank, City Clerk, presented proposed budget cuts for the Executive Department, City Planning, Purchasing and Fire/Police Civil Service. Ms. Frank asked the committee if the cuts were to come from the original budget or from the budget balance as of January 31, 2011. Alderman Julius Alsandor stated the proposed budget cuts should have come from the original budget.

A lengthy discussion then took place regarding the revenues and expenses for the City and ways that each department can reduce their original budget.

On a motion by Alderman Joseph Charles, seconded by Alderman Blair Briggs, it was recommended to take the proposed plans under advisement and discuss the matter further at the full Council meeting on February 8, 2011. All in favor.

On a motion by Alderman Joseph Charles, seconded by Alderman Blair Briggs, the meeting was adjourned at 5:35 p.m.

Alderman Alsandor stated that several of the department heads did not present to the Committee what was requested. He stated that he had not clarified that he wanted the cuts to be from September 1st. He feels that the cuts that were suggested were not enough and that the cuts need to be sufficient enough to survive the rest of the year. Alderman Joseph Charles stated that more cuts needed to be made to the budget. Alderman Louis Butler, Jr., stated that cuts are needed and that Department Heads should make wise decisions to not interrupt the services of the citizens. Alderman Reginald Tatum stated that the Executive Department needs to make cuts also. Alderman Alsandor stated that the Ms. Frank in the Executive Department gave the Budget Committee what they asked for after he clarified the request. He pointed out that a substantial amount of cuts were submitted by the Executive Department as well as the Public Works Department. He stated that he would like to make cuts to the City budget and not see anyone lose their jobs. Last year, there was an increase in the retirement funds for Fire and Police Departments and there will be another increase this year which the City will have to cover also. Alderman Tatum clarified his earlier statement regarding cuts in the Executive Department budget. He stated that he meant there may be some jobs that the Executive Department could look at getting rid of. Mayor Cravins stated that the City is in pretty good financial shape although they are not flush with money. He stated that he would like to cut 2 ½ percent across the board to make up for the shortfall they are anticipating for this year. Mr. Ken Vidrine, Parks Superintendent, stated that 2 ½ percent is very fair. He spoke about raising fees for services which can bring in more revenue.

On a motion by Alderman Julius Alsandor and seconded by Alderman Reginald Tatum, it was resolved to increase Parks Department rental fees and allow the Parks & Recreation Commission with Opelousas Police Department to make the rules regarding security, effective with any new rentals as of 02/09/2011, as follows:

Civic Center (South Park) - \$300.00

Teen Center (South Park) - \$350.00

Louis Butler Civic Center (North Park) - \$350.00

A roll call vote was taken with the following results:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

ABSENT: None

Mr. Paul Gennuso commented that the Department heads will be reluctant to take any cuts to their budget. He suggested that the City post the budget on its website so that citizens can have some input.

Mr. Ron Turner stated that the City operates on 3 separate funds: the general fund, the sewer fund and the water fund. Mr. Turner inquired as to which one of the three funds was experiencing the most deficit because the cuts were being requested across the board. Ms. Karen Frank stated that the proposed cuts were across the board citywide and that it is not a deficit—the cuts are for the projected shortfalls they are looking at in sales tax. The City is trying to absorb that shortfall now instead of later. Mr. Turner also suggested that the City look into increasing the water and sewer rates.

On a motion by Alderman Julius Alsandor, seconded by Alderman Joseph Charles and unanimously carried, it was resolved to table the propose budget cuts and direct the department heads to do a 2 ½ percent cut from the original budget.

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Engineer's Monthly Status Report. Mr. William Jarrell was not in attendance.

Presentation by Attorney Pride Doran. Attorney Doran discussed matter concerning Ms. Tanya Duffy's request to open a non-emergency medical transportation service in the City. He went right into the amendments to the ordinance concerning this matter:

INTRODUCTION OF ORDINANCES TO AMEND CHAPTER 27 OF THE CITY OF OPELOUSAS CODE OF ORDINANCES, "TAXICABS AND VEHICLES FOR HIRE" REGARDING THE INCLUSION OF NON-EMERGENCY MEDICAL SERVICES.

AN ORDINANCE AMENDING SECTION 27-2 OF THE OPELOUSAS CODE OF ORDINANCES BY ADDING NON-EMERGENCY MEDICAL TRANSPORTATION TO THE EXEMPTED FORMS OF TRANSPORTION

BE IT ORDAINED by the Board of Aldermen of the City of Opelousas, Louisiana:

SECTION 1. Section 27-2 of the Opelousas Code of Ordinances is hereby amended to read as follows:

SECTION 27-2. Exemptions of certain forms of transportation.

The provisions of this article shall not apply to any of the buses operated in the city pursuant to a franchise issued by the City of Opelousas; nor to any motor vehicle operating under a certificate issued by the Public Service Commission of the State of Louisiana, or the Interstate Commerce Commission, and controlled and regulated by either of such commissions; *nor does it include vehicles providing non-emergency medical transportation services to those whose handicap, illness, injury or other incapacitation makes it impractical to be transported by a regular common carrier such as bus or taxicab service, but who neither need nor expect to need medical attention enroute;* nor to any motor vehicle passing through the city with passengers who have been received as such outside of the city limits, provided that such vehicle does not take on, pick up or receive any passengers while inside the corporate limits of the city; nor to any motor vehicle stationed or located seven (7) miles, or more, beyond the city limits, which transports passengers for hire into the city from a point outside the corporate limits, but does not take on or pick up or receive any passengers in the corporate limits. *Those vehicles claiming exemption from this provisions as non-emergency medical transport must provide proof of certification as such by a duly authorized federal, state or municipal agency or department tasked with making such determination, including but not necessarily limited to the Louisiana Department of Health and Hospitals, Health Standards Section.*

On a motion by Alderman Reginald Tatum and seconded by Alderman Louis Butler, Jr., it was resolved to grant authority to advertise a Public Hearing to amend SECTION 27-2 OF THE OPELOUSAS CODE OF ORDINANCES BY ADDING NON-EMERGENCY MEDICAL TRANSPORTATION TO THE EXEMPTED FORMS OF TRANSPORTION. A roll call vote was taken with the following results:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

ABSENT: None

AN ORDINANCE AMENDING SECTION 27-44 (a) OF THE OPELOUSAS CODE OF ORDINANCES BY EXEMPTING NON-EMERGENCY MEDICAL TRANSPORTATION FROM THE DEFINITION OF "AMBULANCES"

BE IT ORDAINED by the Board of Aldermen of the City of Opelousas, Louisiana:

SECTION 1. Section 27-44 (a) of the Opelousas Code of Ordinances is hereby amended to read as follows:

SECTION 27-44.

(a). Ambulance. "Ambulance" or "private ambulance" means any privately owned vehicle equipped or use for transporting the wounded, injured, sick or dead, including emergency vehicles used for that purpose, but not including funeral coaches used exclusively as such, *nor does it include vehicles providing non-emergency medical transportation services to those whose handicap, illness, injury or other incapacitation makes it impractical to be transported by a regular common carrier such as bus or taxicab service, but who neither need nor expect to need medical attention enroute. Those vehicles claiming exemption from this provisions as non-emergency medical transport must provide proof of certification as such by a duly authorized federal, state or municipal agency or department tasked with making such determination, including but not necessarily limited to the Louisiana Department of Health and Hospitals, Health Standards Section.*

On a motion by Alderman Reginald Tatum and seconded by Alderman Julius Alsandor, it was resolved to grant authority to advertise a Public Hearing to amend SECTION 27-44 (a) OF THE OPELOUSAS CODE OF ORDINANCES BY EXEMPTING NON-EMERGENCY MEDICAL TRANSPORTATION FROM THE DEFINITION OF "AMBULANCES". A roll call vote was taken with the following results:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

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ABSENT: None

PUBLIC HEARINGS

Pursuant to an advertisement in the Daily World, a Public Hearing was opened at 5:40 p.m. for the purpose of amending the budget from line item to line item.

DEPARTMENT	AMOUNT	FROM	TO
Municipal Civil Service	\$ 92.00	54154-2217 (Office Supplies)	54154-2232 (Materials & Supplies)
Purchasing	\$ 300.00	54151-2232 (Materials & Supplies)	54151-2217 (Office Supplies)
	\$ 200.00	54151-2232 (Materials & Supplies)	54151-3371 (Computer Costs)
Code Enforcement	\$ 1,575.00	(General Funds-Legal Fees)	54240-3310 (Travel & Meetings)
	\$ 2,000.00	(General Funds-Legal Fees)	54240-3304 (Postage)
	\$ 500.00	54240-7000 (Capital Outlay)	54240-3316 (Notice in Paper)
City Court	\$ 1,850.00	54120-1160 (Laser-Ret.)	54120-1122 (MERS Contribution)

The Public Hearing was closed at 5:41 p.m.

On a motion by Alderman Reginald Tatum and seconded by Alderman Julius Alsandor, it was resolved to approve amending of the budget from line item to line item. A roll call vote was taken with the following results:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

ABSENT: None

Pursuant to an advertisement in the Daily World, a Public Hearing was opened at 5:43 p.m. to amend Chapter 2, Section 18 of the Code of Ordinances of the City of Opelousas, "Changing Meeting Time" to change the meeting time of the Regular Council Meeting from 4:00 p.m. to 5:00 p.m.

The Public Hearing was closed at 5:44 p.m.

On a motion by Alderman Reginald Tatum and seconded by Alderman Louis Butler, Jr., the following Ordinance was offered for adoption:

ORDINANCE NO. 2 OF 2011

AN ORDINANCE AMENDING SECTION 18 OF CHAPTER 2 OF THE CODE OF ORDINANCES
OF THE CITY OF OPELOUSAS, CHANGING THE MEETING TIME

FOR THE REGULAR MEETING OF THE BOARD OF ALDERMAN TO 5:00 P.M.

BE IT ORDAINED by the Board of Aldermen that Section 18 of Chapter 2 of the Code of Ordinances of the City of Opelousas be amended as follows:

The Regular meeting of the Board of Aldermen shall be held on the second Tuesday of each month at the City Hall. The hour of holding such meetings shall be at 5:00 p.m.

The above ordinance, having been submitted to a vote, was adopted on this 8th day of February, 2011, as follows:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

ABSENT: None

ATTEST:

CITY CLERK

MAYOR

Pursuant to an advertisement in the Daily World, a Public Hearing was opened at 5:45 p.m. to amend Ordinances of the Code of Ordinances of the City of Opelousas relating to "Sales and Use Tax" to decrease the amount of vendor compensation for sales tax.

Ms. Karen Frank stated that the School Board office is asking each municipality that receives sales tax to lower their vendor compensation from 2.2 percent to 1.1 percent.

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The Public Hearing was closed at 5:46 p.m.

On a motion by Alderman Reginald Tatum and seconded by Alderman Louis Butler, Jr., the following Ordinance was offered for adoption:

ORDINANCE NO. 3 OF 2011

AN ORDINANCE TO AMEND THE CHAPTER 23, SECTION 4(10) OF THE CODE OF ORDINANCES OF THE CITY OF OPELOUSAS RELATING TO "SALES AND USE TAX" TO PROVIDE FOR A DECREASE IN THE AMOUNT ALLOWED AS DEALER COMPENSATION FOR COLLECTION OF SALES TAX DUE THE CITY OF OPELOUSAS FROM 2 PERCENT TO 1.1 PERCENT

23.4(10) For the purpose of compensating the dealer in accounting for and remitting the tax levied by this chapter, each dealer shall be allowed one point one (1.1) percent of the amount of tax due and accounted for and remitted to the collector in the form of a deduction in submitting his report and paying the amount due by him if the amount due was not delinquent at the time of payment.

The above ordinance, having been submitted to a vote, was adopted on this 8th day of February, 2011, as follows:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

ABSENT: None

ATTEST:

CITY CLERK

MAYOR

Prior to the start of the next Public Hearing, Mayor Cravins recognized Sgt. Dwight Brown who has been assigned by Chief Gallow to provide security to City Hall.

Pursuant to an advertisement in the Daily World, a Public Hearing was opened at 5:46 p.m. regarding the following properties:

- a. Catherine Gabriel, George Morgan, Vine & Oak (Abandoned Mobile Home) – *Property is owned by Ms. Gabriel and Mobile Home is owned by Mr. Morgan. Recommendation is for condemnation.*
- b. Mary Ann Thierry Anderson, 521 & 529 Sapphire Street (Abandoned Mobile Homes & Wood Frame Structure) – *Old mobile home park – 4 mobile homes need to be demolished. Ms. Doucet stated that she had been dealing with Ms. Thierry regarding this matter but Ms. Thierry stated that she is not the property owner and that the current owner is in the process of repairing the mobile homes. Recommendation is to table the matter and allow Margaret Doucet two weeks to make contact with the mobile home owner and if he does nothing, then go ahead with demolition.*
- c. World Wide Development Group Inc, 1363 N. Market Street (Abandoned Wood Frame & Block Structure) – *Owner not present – Recommendation is for condemnation and also to give Ms. Doucet two weeks to make contact with the owner.*

The Public Hearing was closed at 6:04 p.m.

On a motion by Alderman Reginald Tatum and seconded by Alderman Julius Alsandor, it was resolved to adopt the recommendations made in the Public Hearing. A roll call vote was taken with the following results:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, and Jacqueline Martin

NAYS: None

ABSENT: None

RESOLUTIONS

A RESOLUTION OF SUPPORT FOR THE CITY OF OPELOUSAS' APPLICATION FOR THE FY 2010-2011 OFFICE OF COMMUNITY DEVELOPMENT COMMUNITY WATER ENRICHMENT FUND GRANT.

On a motion by Alderman Reginald Tatum and seconded by Alderwoman Jacqueline Martin, the following resolution was offered for adoption:

RESOLUTION NO. 3 OF 2011

A RESOLUTION OF SUPPORT FOR THE CITY OF OPELOUSAS' APPLICATION FOR THE
FY 2010-2011 COMMUNITY WATER ENRICHMENT FUND GRANT

WHEREAS, the purpose of the Community Water Enrichment Fund (CWEF) is to provide a source of funding to aid units of local government solely for the purpose of rehabilitation, improvement, and construction projects for community water systems to provide safe and clean drinking water; and

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WHEREAS, all municipalities and parishes in Louisiana are eligible to apply for funding with the exception of the following HUD entitlement cities: Alexandria, Baton Rouge, Bossier City, Kenner, Lafayette, Lake Charles, Monroe, New Orleans, and Shreveport; and

WHEREAS, maximum grant ceiling amounts are based on population ranges and cities with a population range of 5,000 – 35,000 are eligible to apply for up to \$50,000;

NOW, THEREFORE, BE IT RESOLVED by the Board of Alderman of the City of Opelousas, State of Louisiana that support is given to the application for the FY 2010-2011 Community Water Enrichment Fund (CWEF) Grant from the Office of Community Development, as submitted to said office on January 27, 2011.

The above resolution having been submitted to a vote, was adopted as follows on the 8th day of February 2011.

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, Jacqueline Martin

NAYS: None

ABSENT: None

ATTEST:

CITY CLERK

MAYOR

A RESOLUTION AUTHORIZING MAYOR DONALD R. CRAVINS, SR., TO SIGN ALL DOCUMENTS PERTAINING TO THE MUNICIPALITIES INFRASTRUCTURE PROGRAM (MIP) APPLICATION.

On a motion by Alderman Reginald Tatum and seconded by Alderman Julius Alsandor, the following Resolution was offered for adoption:

RESOLUTION NO. 4 OF 2011

A RESOLUTION AUTHORIZING MAYOR DONALD R. CRAVINS, SR.,
TO SIGN ALL DOCUMENTS PERTAINING TO THE
MUNICIPALITIES INFRASTRUCTURE PROGRAM (MIP) APPLICATION

WHEREAS, Municipalities Infrastructure Program (MIP) Guidelines state that applicants are required to provide a resolution from the governing body authorizing the submission of their application;

BE IT RESOLVED, that the Honorable Donald R. Cravins, Sr., Mayor of the City of Opelousas, is hereby authorized to submit an application for possible funding under the Municipalities Infrastructure Program (MIP) to the Office of Community Development – Disaster Recovery Unit;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor is hereby authorized to sign all documents pertaining to the MIP application.

The above resolution, having been submitted to a vote, was adopted on this 8th day of February 2011 as follows:

YEAS: Joseph Charles, Julius Alsandor, Louis Butler, Jr., Blair Briggs, Reginald Tatum, Jacqueline Martin

NAYS: None

ABSENT: None

ATTEST:

CITY CLERK

MAYOR

CONSENTS

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to accept the recommended State Procedures for Records Retention as follows:

RECORD

RETENTION PERIOD

IRS Forms

7 Years

W-2s

Payroll Tax Returns

1099s

Time Sheets

4 Years

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Requests for Time off	4 Years
Vacation / Sick Leave Postings	4 Years
Insurance Reports	3 Years
Office Memos	1 Year
Accounts Receivable Billing	5 Years
Staff Meetings	1 Year
Accounts Payable Invoices	5 Years
Checkbooks	5 Years
Bank Statements	5 Years
Receipt Books	5 Years
General Ledgers	5 Years
Accounting Journals	5 Years
Council Meeting Minutes	Indefinitely*
Depreciable Assets Logs	Indefinitely*
Information on <u>terminated employees</u>	Indefinitely*
Memos regarding City policies	Indefinitely*
City POLICY MANUAL (including any revisions in policies)	Indefinitely*
Meter Deposit Books and Cards	Indefinitely*

*Indefinitely – **DO NOT DESTROY**

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to accept the Louisiana Compliance Questionnaire for Audit Engagement of Governmental Agencies for the fiscal year ending 8/31/10.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to grant authority to amend Ordinance No. 10 of 2009 to extend the date to discharge until 06/01/2011 and waive collection of these local or special assessments as to each affected property where an amount at least equal to the original assessment has been paid, or will be paid by a date certain.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to approve the hiring of Jeremy J. Bias as Police Officer Recruit, effective 01/10/2011.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to approve the hiring of Christopher J. Kimble as Probational Police Officer, effective 01/11/2011.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to approve the extended sick leave for Permanent Police Officer First Class Ebony M. Williams, effective 11/23/2010.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to approve the termination of extended sick leave for Permanent Police Captain David W. Zerangue, effective 12/20/2010.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to grant authority to advertise for a Public Hearing regarding the following properties:

- a. Tiffnie Albertha Garrett ETALS, C/O Barbara Patterson, 1120 Pandora Street
(Abandoned House Wood Frame Structure)
- b. Opelousas, City of, Tiffnie Albertha Garrett ETALS T/S, Villery Street

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- (2 Abandoned Mobile Homes) Deeded 2004 City Taxes
- c. Helping Hands Rental Inc., C/O James Ballard, Rice Lane
(2 Abandoned Metal Buildings)
- d. BM6 LLC, Lynette Angelle T/S, 810 N. Main Street
(Abandoned Wood Frame Structure)
- e. St. Landry Parish Police Jury, Charlie Laflue ETALS T/S, 1037 Pandora Street
(Abandoned Wood Frame Structure) Deeded 2003 Parish & 2004 City Taxes
- f. Lemelle Christian Action Resources Inc., Lecarp Inc., 1158 S. Railroad Avenue
(Abandoned Brick Veneer Structure)

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to grant authority to advertise for bids for the following demolition projects:

- a. Old City Water Plant located at 530 Guidry Street
- b. Old City Power Plant located at 530 Guidry Street
- c. Old City Bulk Plant located at 734 W. Vine Street

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to grant authority to advertise for bids for Uniforms for the Police Department.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to grant authority to advertise for bids for the following in the Public Works Department:

- a. Type E Multi Grade Mix
- b. Type B Cold Mix
- c. Chlorine

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to approve payment in the amount of \$784.32 to Ryan Tomlinson in the Fire Department for ninety-six (96) vacation hours, effective 02/03/2011. Mr. Tomlinson resigned 03/30/2009.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to approve payment in the amount of \$1,940.00 to Matt Miller in the Fire Department for one hundred ninety-two (192) vacation hours and eight (8) bonus hours, effective 02/03/2011. Mr. Miller resigned 11/09/2009.

On a motion by Alderman Reginald Tatum, seconded by Alderwoman Jacqueline Martin and Alderman Louis Butler, Jr., and unanimously carried, it was resolved to accept the retirement of Lt. Donald Thompson in the Police Department and approve payment in the amount of \$52,079.00 for one thousand nine hundred (1,900) hours of accrued annual leave, effective 02/04/2011.

ANNOUNCEMENTS

Ms. Sandra Romar presented pictures to the Council members to show progress on the property located at 727 Perry Lane.

Presentation by Mr. Kyries Hebert regarding his sports and dance camp. Mr. Hebert made a presentation in regards to the Kyries Hebert Football, Cheer & Dance Camp 2011. He is seeking sponsors for the Camp because it was such a success last year in Eunice. The program will take place March 18-19, 2011 in Lafayette and Eunice. Registration is \$60 per child. For more information, please contact Mr. Hebert at www.kycaresfoundation.org or Winter at 337-466-6885.

Dr. Rosemary St. Clergy stated that at her expense she has hired an independent attorney to help develop and implement a process for legal action to enforce a City ordinance for those who violate the Historic District Ordinance. Attorney Doran pointed out that he is the attorney for the Mayor and the City Council and that he handles their litigation and not the Historic District Commission's litigation. He stated that he has informed Dr. St. Clergy that he would not represent her because he is not the Historic District Commission's attorney unless she retained his services independently or she could go out and find another lawyer. Ms. Rita Guidry commented that Dr. St. Clergy was very abrupt with her and she didn't appreciate being put on the spot and this matter should be addressed in court. Mayor Cravins stated that it is the City's responsibility—not necessarily Attorney Doran's responsibility—to provide legal counsel to defend the commissions. He instructed to City Clerk and the Council to find some money to allocate to the Historic District Commission.

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Mayor Cravins invited the public to attend the Mardi Gras parade and activities that will be held on March 8, 2011.

Mr. Paul Gennuso stated that the Opelousas Developmental Center has been closed down and the children are now housed in a small building in the Grand Coteau/Sunset area. The ARC of St. Landry is trying to purchase the old Developmental Center Building for the children but have encountered some obstacles. Mr. Gennuso is requesting a resolution in support of the ARC of St. Landry in their endeavor to purchase the building.

There being nothing further to come before the Council, on a motion by Alderman Julius Alsandor and unanimously seconded and carried, it was resolved that the meeting be adjourned. The meeting was adjourned at 6:45 p.m.

ATTEST:

CITY CLERK

MAYOR