



BOARD OF ALDERMEN REGULAR MEETING

Tuesday, June 20, 2023 at 6:00 PM

Council Chambers, City Hall, 2305 North 7th Street, West Monroe

MINUTES

NOTICE/MINUTES

Call to order/Verification of Attendance

PRESENT

Mayor Staci Mitchell

Polk Brian

Morgan Buxton

Thom Hamilton

Rodney Welch

Ben Westerburg

Motion to Approve Minutes

Motion to approve the minutes of the June 6, 2023 Regular Council Meeting.

Motion made by Welch, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

ADMINISTRATION/FINANCE

Ordinance 5182: Ordinance to adopt a General Fund and Special Revenue Fund Budgets for the City of West Monroe for the fiscal year of July 1, 2023 to June 30, 2024. **Introduced at the May 16, 2023 Regular Council Meeting.**

Motion made by Westerburg, Seconded by Welch.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Ordinance 5183: Ordinance to adopt a Utility Enterprise Fund Budget for the City of West Monroe Utility Fund for the fiscal year of July 1, 2023 to June 30, 2024. **Introduced at the May 16, 2023 Regular Council Meeting.**

Motion made by Westerburg, Seconded by Buxton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Ordinance 5194: Ordinance to amend the General Fund Budget, ARPA Fund Budget, West Ouachita Senior Center Fund Budget, Street Maintenance Fund Budget, Officer Witness Court Fee Fund Budget, Emergency Food and Shelter Program Fund Budget, General Insurance Fund Budget, West Monroe OMV Fund Budget, Miscellaneous Grants Fund Budget, Americorps Grant Fund Budget, Keep West Monroe Beautiful Fund Budget, Metro Narcotics LCLE Grant Fund Budget, LCDBG Projects Fund Budget, Capital Campaign Fund Budget, 1986 Sales Tax Fund Budget, Economic Development District Fund Budget, Employee Health Insurance Fund Budget, 2011 DFC Service Fund Budget, 2015 DFC Service Fund Budget, 2018 DFC Service Fund Budget, DEQ SRP Service Fund Budget, 2022 DFC Debt Service Fund Budget, 2022 Debt Capital Fund Budget, CDBG-ED WPS Fund Budget, DEQ SRP Reserve Fund Budget, Section 8 Fund Budget and 2018 Debt Fund Capital Fund Budget, all for the fiscal year ending June 30, 2023.

Motion made by Welch, Seconded by Buxton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

PAGE 2
COUNCIL MINUTES
JUNE 20, 2023

Ordinance 5195: Ordinance to amend the Utility Enterprise Fund Budget for the City of West Monroe Utility Fund for the fiscal year ending June 30, 2023.

Motion made by Westerborg, Seconded by Hamilton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Ordinance 5196: Ordinance to amend Section 7-1019 of the Code of Ordinances, City of West Monroe, relative to water rates.

Motion made by Welch, Seconded by Hamilton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Ordinance 5197: Ordinance to amend Section 7-2010 of the Code of Ordinances, City of West Monroe, relative to sewerage collection charges and sewerage treatment charges.

Motion made by Welch, Seconded by Buxton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Ordinance 5198: Ordinance to amend Section 7-1019.1 and Section 2010.2 of the Code of Ordinances, City of West Monroe, to update the provisions regarding future CPI adjustments to utility rates.

Motion made by Westerborg, Seconded by Hamilton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Ordinance 5199: Ordinance to authorize execution of a Professional Services Agreement to provide consulting services with Retail Strategies, LLC.

Motion made by Buxton, Seconded by Brian.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

LEGAL

Ordinance 5200: Ordinance to authorize the purchase of certain immovable property from Carter Mitchell Smyth (lot on Cotton Street adjoining other City lots).

Motion made by Westerborg, Seconded by Buxton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Ordinance 5201: Ordinance to authorize issuance and advertisement of a Request For Proposals pursuant to R.S. 38:2234, et seq., to provide fiber-based internet services from two-city owned locations (the new Sports Arena located at 875 Constitution, West Monroe, LA and Ike Hamilton located at 501 Mane Street, West Monroe, LA) to a Tier 1 carrier's POP (point of presence); with acceptance by the Mayor of the selected proposal after review.

Motion made by Hamilton, Seconded by Buxton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

COMMUNITY SERVICES

Resolution 819: Resolution to approve the following plans, policies and procedures of West Ouachita Public Transit: Drivers and Transportation Personnel Procedures with ADA Procedures, School Bus Policy, Public Transit Marketing Plan, LEP Policy, FTA Drug and Alcohol Testing Program, WOPT Drug and Alcohol Policy, System Security Plan, Financial Policies and Procedures, Personnel Policy with EEO Policy, Transit Service Policy, Comprehensive Emergency Management Plan, Preventive Maintenance Plan, Substance Abuse Management Policy and Service Animal and Pet Policy.

Motion made by Buxton, Seconded by Welch.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

ENGINEERING/CONSTRUCTION PROJECTS

West Monroe Indoor Sports Complex - Project #000179

Ordinance 5202: Ordinance to authorize the execution of a Commercial Line Extension Agreement with Atmos Energy Corporation in order to obtain natural gas service to the site of the West Monroe Sports and Events Complex.

Motion made by Buxton, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Cotton Street Improvements (Pine St. to Wood St.) - Project #C23005

Ordinance 5203: Ordinance to authorize application for a States' Economic Development Assistance Project (SEDAP) grant from the Delta Regional Authority, including a commitment for that portion of the project costs to be funded by the City; and, if awarded, to enter into the grant contract (total estimated project cost of \$611,000.00; grant request of \$488,800.00 and City contribution of \$122,200.00/20%).

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Coleman Avenue Sewer Relocation - Project #000220

Authorize Change Order No. 1 (+ \$1,333.00; + 0 days) with Don M. Barron Contractor, Inc.

Motion made by Buxton, Seconded by Welch.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

New Sidewalks for safe access to Kiroli Elementary School and Kiroli Park, also known as Tupawek Estates Sidewalks - Project #000208

Authorize Change Order No. 3 (+ \$28,805.23; + 0 days) with C W & W Contractors, Inc.

Motion made by Buxton, Seconded by Westerburg.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

New Sidewalks for safe access to Kiroli Elementary School and Kiroli Park, also known as Tupawek Estates Sidewalks - Project #000208

Authorize Certificate of Substantial Completion with C W & W Contractors, Inc.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Highland Park Commercial Subdivision Infrastructure Improvements (formerly Highland Park Commercial Subdivision Project (DRA) - Project #000165

Authorize Certificate of Substantial Completion with Merrick, LLC.

Motion made by Buxton, Seconded by Brian.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

McMillan Road Public Library Sidewalk Project (SRTPP DOTD) - Project #000182

Ordinance 5204: Ordinance to authorize execution of a contract with S.E. Huey Co. for Engineering Services.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

West Monroe Sports Complex - Project #000179

Authorize the City Clerk to advertise for bids for office and event furniture.

Motion made by Westerburg, Seconded by Welch.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Trenton Street Recreational Trails - Otis St. Trailhead - Project #000223

ADD TO AGENDA: Ordinance to authorize the filing of an application for grant funding from the FHWA, Recreation Trails Program (RTP) for Louisiana, FY 2024 (\$100,000 grant request, up to \$275,000 City match).

Motion made by Buxton, Seconded by Brian.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Trenton Street Recreational Trails - Otis St. Trailhead - Project #000223

Ordinance 5205: Ordinance to authorize the filing of an application for grant funding from the FHWA, Recreational Trails Program (RTP) for Louisiana, FY 2024 (\$100,000 grant request, up to \$275,000 City match).

Motion made by Westerburg, Seconded by Hamilton.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Project Updates

Gary Eldridge, City Engineer, presented the City Council with project updates for transportation, drainage, water and other.

ADJOURN

Motion made by Hamilton, Seconded by Brian.
Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

ATTEST:

APPROVED:

CHRISTEN HEATH
CITY CLERK

STACI ALBRITTON MITCHELL
MAYOR