



BOARD OF ALDERMEN SPECIAL MEETING
Tuesday, November 12, 2024 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

The meeting was opened by a prayer by Troop Master Darren Peterson. The Pledge of Allegiance was led by Boy Scout Troup #27.

Motion to Approve Minutes

Motion to approve the minutes of the October 15, 2024 Regular City Council Meeting.

Motion made by Westerburg, Seconded by Hamilton.

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

Recognitions/Presentations

City of West Monroe Employees were recognized for years of service.

ADMINISTRATION/FINANCE

ADD TO AGENDA: Ordinance to declare certain property as surplus (artwork formerly displayed at West Monroe City Hall), and to be sold by public internet auction, and to authorize Mayor to determine whether it is beneficial to the City to instead sell some or all through La R.S. 33:4712F.

Motion made by Buxton, Seconded by Brian.

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

Ordinance No. 5406: Ordinance to authorize the City of West Monroe, Louisiana to sell certain described tangible non-consumable movable property which is no longer needed for any public purpose by the City of West Monroe, Louisiana, through internet computer auction pursuant to R.S. 33.4711.1; the City of West Monroe, Louisiana reserving the right to reject any and all bids and/or remove all or any portion of that movable property from the sale, if appropriate; and, if determined to be in the best interest of the city, to instead sell some or all of the items pursuant to R.S. 33:4712f; and to otherwise provide with respect thereto.

Motion made by Buxton, Seconded by Westerburg.

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

Ordinance No. 5407: Ordinance to accept a FY 2024-2025 Historical Preservation Fund grant award from the Louisiana Division of Historic Preservation for the Project "Feasibility Study to

Support the Revitalization of the Historic Methodist Church in Downtown West Monroe” (\$12,766.00).

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

Ordinance No. 5408: Ordinance to Authorize an Agreement for Professional Services with CHM, LLC DBA Atlas Community Studios for the preparation of the study for the Project “Feasibility Study to Support the Revitalization of the Historic Methodist Church in Downtown West Monroe”.

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

Ordinance No. 5409: Ordinance to authorize an Agreement for Professional Services with Retail Strategies, LLC to provide certain professional consulting services regarding retail recruitment and related activities.

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

Ordinance No. 5410: Ordinance to authorize application for a grant from the Louisiana Office of Tourism (\$10,000 to promote Kiroli Park).

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

Resolution No. 852: Resolution to approve the appointment of the City Clerk.

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

Resolution No. 853: Resolution ordering and calling a special election to be held in the City of West Monroe, State of Louisiana, to authorize the levy of a special tax therein, making application to the State Bond Commission, and providing for other matters in connection therewith.

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

BUILDING AND DEVELOPMENT

APPEAL to City Council from a final decision of the West Monroe Planning Commission to DENY ZC-24-45000012 by Bailey Properties of N LA LLC. Requesting Zone Change from R-1 (Single Family Residential) District to B-1 (Transitional Business) District for property located at 1209 Tulane Ave (Parcel #41482) to build a multi-family development per West Monroe Code of Ordinances Sec. 12: 5014.

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

ADD TO AGENDA:

Ordinance No. 5417: Ordinance to approve the two applications (PA-24-10000001 and SUB-24-55000002) presented to the West Monroe Planning Commission but were not heard due to the deny of the ZC-24-45000012.

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

APPROVE application PA-24-10000001 by Bailey Properties of N LA LLC for property owned by Bailey Properties of N LA LLC located at 1209 Tulane Ave (Parcel #41482) and 1211 Tulane Ave

(Parcel #133446). Requesting Planning Approval to allow dwelling, multi-family in a B-1 (Transitional Business) District per West Monroe Code of Ordinances Section 12-5014 (a)(2) and to approve application for subdivision SUB-24-55000002 by Bailey Properties of N LA LLC for property located at 1209 Tulane Ave (Parcel #41482) and 1211 Tulane Ave (Parcel #133446). Requesting Subdivision Review for Bailey Properties Resub Division per West Monroe Code of Ordinances Section 12-2001.

Motion made by Westerburg, Seconded by Welch.

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

APPEAL to City Council from a final decision of the West Monroe Planning Commission to APPROVE the tract located on Copley St (assessor #118514) as a Planned Building Group with preliminary approval to proceed with a subdivision consisting of 3 separate lots, each with 6,600 sq ft (compare to 7,200 sq ft minimum otherwise required), all to be developed as single family residential properties. Owners/applicants are Sharon D. Russ and Joseph Russ.

Public comments were heard.

Motion made by Buxton, Seconded by Brian.

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

LEGAL

Ordinance No. 5398: Ordinance to declare a certain alleyway as surplus, and to sell to Michael Thomas Mayo (an adjoining landowner).

Motion made by Buxton, Seconded by Brian.

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

Ordinance No. 5411: Ordinance to authorize the purchase of certain immovable property from GRIVT, LLC (property to be used for Black Bayou wetlands detention, and for the construction of the New Drago Street Lift Station inflow pipeline).

Motion made by Hamilton, Seconded by Welch.

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

TABLED: Ordinance to authorize a Contract To Purchase and Sell for the sale of certain surplus immovable property to Warhawk Enterprises, LLC (affecting the ponds south of the Ike Hamilton Expo Center for \$270,000.00. Tabled until December 3, 2024 Regular Council Meeting.

Motion made by Westerburg, Seconded by Hamilton.

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

ENGINEERING/CONSTRUCTION PROJECTS

Cypress Detention South - City Project 000209

Ordinance No. 5412: Ordinance to authorize execution of an agreement for professional services with Hunt, Guillot & Associates to provide grant administration and related services.

Motion made by Buxton, Seconded by Brian.

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

Exchange Street Drainage Improvements - City Project #000329

Ordinance No. 5413: Ordinance to authorize execution of a contract with S. E. Huey Co. for engineering services.

Motion made by Hamilton, Seconded by Westerburg.

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

Downtown Utilities Hardening & Improvements – City Project #000330

Ordinance No. 5414: Ordinance to authorize a Professional Services Contract with Lazenby & Associates - Topographic Surveying & Preliminary Civil Engineering (\$94,352.00).

Motion made by Buxton, Seconded by Welch.

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

ADD TO AGENDA: Downtown Utilities Hardening & Improvements – City Project #000330

Ordinance to authorize execution of a Professional Services Contract with T. Baker Smith, LLC.

Motion made by Westerburg, Seconded by Buxton.

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

Downtown Utilities Hardening & Improvements – City Project #000330

Ordinance No. 5415: Ordinance to authorize execution of a Professional Services Contract with T. Baker Smith, LLC – Subsurface Utility Exploration (\$55,648.00).

Motion made by Westerburg, Seconded by Welch.

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

ADD TO AGENDA: Downtown Utilities Hardening & Improvements – City Project #000330

Ordinance to authorize execution of a Professional Services Contract with ADG Engineering.

Motion made by Welch, Seconded by Buxton.

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

Downtown Utilities Hardening & Improvements – City Project #000330

Ordinance No. 5416: Ordinance to authorize execution of a Professional Services Contract with ADG Engineering - Preliminary Electrical Engineering Services (\$100,000.00).

Motion made by Welch, Seconded by Westerburg.

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

Mane Street Rehabilitation - Phase 2 (Urban Systems) - State Project #H.013392; City Project #000143

Authorize Change Order No. 2 (+ \$27,520.13; + 0 days) with Diamond B Construction Company, LLC.

Motion made by Westerburg, Seconded by Buxton.

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

Mane Street Rehabilitation - Phase 2 - (Urban Systems) State Project #H.013392; City Project #000143

Authorize Certificate of Substantial Completion with Diamond B Construction Company, LLC.

Motion made by Westerburg, Seconded by Hamilton.

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

Montgomery Avenue Lift Station Renovation & Force Main - City Project #CP0083

Authorize Certificate of Substantial Completion with McLemore Service Contractors, LLC.

Motion made by Buxton, Seconded by Hamilton.

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

Highland Elementary School Area Sidewalk Project - State Project #H.015216, City Project #000134

Authorize Change Order No. 1 (+ \$9,906.39; + 3 days) with Amethyst Construction, Inc.

Motion made by Buxton, Seconded by Hamilton.

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

New Drago St Sanitary Sewer Lift Station – City Project #000180

Approve the "Mutual Written Consent to Extend The Deadline For Award" with Don M. Barron Contractor, Inc., as lowest responsible and responsive bidder.

Motion made by Buxton, Seconded by Brian.

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

Project Updates

S.E. Huey Co.

Lazenby & Associates, Inc.

PUBLIC COMMENTS/OTHER BUSINESS

Public comments were heard.

ADJOURN

Motion made by Hamilton, Seconded by Buxton.

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

ATTEST:

APPROVED:

ANDREA PATE
CITY CLERK

STACI ALBRITTON MITCHELL
MAYOR