



BOARD OF ALDERMEN REGULAR MEETING

Tuesday, July 18, 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 20, 2023 Regular Council Meeting.

Motion made by Buxton, Seconded by Westerburg.

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

ADMINISTRATION/FINANCE

Ordinance 5206: Ordinance to authorize execution of an Engagement Letter with Cameron, Hines & Company, CPAs, to conduct agreed-upon procedures for the City of West Monroe, Louisiana, for the fiscal year July 1, 2022 to June 30, 2023.

Motion made by Buxton, Seconded by Brian.

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

Ordinance 5207: Ordinance to authorize execution of an Engagement Letter with Cameron, Hines & Company, CPAs, to conduct agreed-upon procedures for the City of West Monroe, Louisiana Housing Authority, for the fiscal year of July 1, 2022 to June 30, 2023.

Motion made by Welch, Seconded by Westerburg.

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

Resolution 820: Resolution to approve the Louisiana Compliance Questionnaire (for audit engagements of government agencies) for the period July 1, 2022 to June 30, 2023.

Motion made by Hamilton, Seconded by Buxton.

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

Ordinance 5208: Ordinance to authorize a Cooperative Endeavor Agreement with the Children's Coalition for Northeast Louisiana relating to their use of 508 Austin Avenue for the Early Head Start Program.

Motion made by Brian, Seconded by Buxton.

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

Ordinance 5209: Ordinance to authorize an agreement for professional services with Marcia Dickerson Consulting to provide consulting services regarding human resources, leadership and management.

Motion made by Westerburg, Seconded by Hamilton.

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

Ordinance 5210: Ordinance to adopt millage rates and levy the ad valorem taxes authorized for the year of 2023 for the City of West Monroe.

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

Ordinance 5211: Ordinance to authorize an increase in the service or transaction fee charged at the Office of Motor Vehicles in order to continue to maintain the West Monroe field office.

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

Ordinance 5212: Ordinance to authorize the purchase of certain described property from JADY Properties, LLC.

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

BUILDING AND DEVELOPMENT

Ordinance 5213: Ordinance to authorize a construction contract with 318 Construction, LLC, for the repair and renovation of the building located at 508 Austin Avenue.

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

PUBLIC WORKS

Ordinance 5214: Ordinance to declare certain movable property as surplus, and to be sold by public internet auction (scrap metal at Public Works Complex).

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

COMMUNITY SERVICES

Ordinance 5215: Ordinance to authorize the filing of application(s) with the LA DOTD for grants under the Federal Transit Act and/or other applicable programs (West Ouachita Senior Center/Public Transit grant(s) for transit services - operating and/or capital - 49 CFR 5311, Formula Grant for Rural Areas and/or the Discretionary Capital Program, 49 CFR 5339).

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

ENGINEERING/CONSTRUCTION PROJECTS

Sunshine Heights Drainage Improvements, Phase 1, 2 & 3 - FP&C Project #50-MV2-22-02; City Project #C22024

Ordinance 5216: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering Services, subject to the concurrence of State of Louisiana Division of Administration Facility Planning and Control.

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

Sunshine Heights Drainage Improvements, Phase 1, 2 & 3 - FP&C Project #50-MV2-22-02; City Project #C22024

Ordinance 5217: Ordinance to authorize execution of a Contract with T. Baker Smith for SUE (subsurface exploration of utilities) services, subject to the concurrence of State of Louisiana Division of Administration Facility Planning and Control.

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

Natchitoches Street Cross Drain Replacement - Project #C23007

Ordinance 5218: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering and Surveying services.

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

Mane Street Cross Drain Repair - Project #C23012

Ordinance 5219: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering and Surveying Services.

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

North 3rd Street Improvements - Project #C23013

Ordinance 5220: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering and Surveying services.

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

West Monroe Riverfront Park Fishing Pier Project - Project #C23014

Ordinance 5221: Ordinance to authorize acceptance of a grant award and to execute a grant agreement with the Louisiana Department of Wildlife and Fisheries for the construction of the Riverfront Park Fishing Pier.

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

West Monroe Riverfront Park Fishing Pier Project - Project #C23014

Ordinance 5222: Ordinance to authorize execution of a Contract with David Lane Beaird & Associates, Inc. for Engineering, Surveying and related services.

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

Downing Pines Industrial Park Drainage Improvements (EDA) - Project #000122

Authorize Change Order #1 (+ \$112,032.84; + 0 days) with Bentz Construction Group, LLC.

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

Arlington Place and Mallard Avenue Water Main Replacement (CWEF 19-20) - Project #000198

Authorize Change Order No. 1 (+ \$19,800.00; + 15 days) with TAC Agency.

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

Arlington Place and Mallard Avenue Water Main Replacement (CWEF 19-20) - Project #000198

Authorize Certificate of Substantial Completion with TAC Agency.

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

Cypress/Slack Sanitary Sewer Improvements (FY 2021 DRA) - Project #000174

Authorize Change Order No. 3 (+ \$21,792.43; + 10 days) with JABAR Corporation.

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

Cypress/Slack Sanitary Sewer Improvements (FY 2021 DRA) - Project #000174

Authorize Certificate of Substantial Completion with JABAR Corporation.

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

FY 2021-2022 LGAP - S 11th Street Sanitary Sewer Force Main Improvements - Project #000200

Ordinance 5223: Ordinance to authorize the acceptance of the grant from the Louisiana Division of Administration, Office of Community Development, FY 2021-2022 program cycle Local Government Assistance Program (LGAP) (\$46,050 grant award, \$250,000 total estimated cost).

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

Project Updates

Robbie L. George, IV, P.E. (S.E. Huey, Co.) and Joshua D. Hays, P.E., M.S.C.E. (Lazenby & Associates, Inc.) presented the City Council with project updates for transportation, drainage, water and other.

ADJOURN

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

ATTEST:

APPROVED:

CHRISTEN HEATH
CITY CLERK

STACI ALBRITTON MITCHELL
MAYOR