



**BOARD OF ALDERMEN REGULAR MEETING**  
**Tuesday, December 16, 2025 at 6:00 PM**  
**Council Chambers, City Hall, 2305 North 7th Street, West Monroe**

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**MINUTES**

**NOTICE/MINUTES**

**Call to order/Verification of Attendance**

**PRESENT**

Mayor Staci Mitchell  
Polk Brian  
Morgan Buxton  
Thom Hamilton  
Ben Westerburg

**ABSENT**

Rodney Welch

The meeting was opened with prayer and the Pledge of Allegiance.

**Motion to Approve Minutes**

Motion to approve the Minutes of the December 2, 2025 Regular Council Meeting.

Motion made by Hamilton, Seconded by Brian.

Voting Yea: Brian, Buxton, Hamilton, Westerburg

**Recognitions/Presentations**

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

The City recognized Dr. Terry King by proclamation for his achievements in pediatric cardiology and more.

**ADMINISTRATION/FINANCE**

**Resolution 871**: Resolution to accept the audit for the fiscal year ending June 30, 2025 and the Independent Accountant's report on applying Statewide Agreed-Upon Procedures (SAUP) for the fiscal year ending June 30, 2025.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Westerburg

**Ordinance 5550**: Ordinance to authorize a renewal (Addendum Number 23) of the Worker's Compensation Claims Administration Agreement with Louisiana Agricultural Corporation, LLC (dba LAC Claims) - \$22,000.00 annual cost.

Motion made by Buxton, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Westerburg

**Ordinance 5551**: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct the audit for the City of West Monroe, Louisiana, for the fiscal year of July 1, 2025 to June 30, 2026.

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

Ordinance 5552: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct the Statewide Agreed-Upon Procedures (SAUP) for the City of West Monroe, Louisiana for the fiscal year of July 1, 2025 to June 30, 2026.

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

Ordinance 5553: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct Statewide Agreed-Upon Procedures (SAUP) for the Housing Authority (Section 8) of the City of West Monroe, Louisiana, for the fiscal year of July 1, 2025 to June 30, 2026.

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

## **PUBLIC WORKS**

Resolution 872: Resolution to accept recommendation of award in response to the Request for Proposal for Solid Waste Pickup, and Waste Disposal Services.

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

## **ENGINEERING/CONSTRUCTION PROJECTS**

City of West Monroe WWTP Sludge Removal and Disposal - City Project #250024

Ordinance 5554: Ordinance to authorize execution of a contract with Domingue, Szabo, & Associates, Inc. for Engineering Services.

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

Well 10 Granulated Activated Carbon (GAC) Replacement, Filters 1 and 2 – (CWEF FY23-24) - City Project #000230

Ordinance 5555: Ordinance to approve engineer's recommendations, to accept the lowest timely submitted bid, and to authorize execution of the contract for project construction with the low bidder.

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

North 6th Street Sidewalks (DOTD TAP)- State Project #H.015921, City Project #000219

Ordinance 5556: Ordinance to accept the low bid of \$1,126,505.35 from Amethyst Construction, Inc., and authorize notification of acceptance to LaDOTD; and to authorize execution of the construction contract in accordance with the plans, specifications, and other bid documents.

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

Parkwood Sanitary Sewer Main Improvements (DRA SEDAP) - City Project #250015

Ordinance 5557: Ordinance to authorize the acceptance of a States' Economic Development Assistance Program (SEDAP) grant from the Delta Regional Authority for the project "Parkwood Sanitary Sewer Main Improvements" (\$129,000 grant award/\$384,000 city match), and to authorize execution of an updated Funding Commitment Letter.

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

Sunshine Heights Drainage Improvements - City Project #C22024

Authorize Change Order No. 4 for Kepper Trucking & Dirt Contracting, LLC (+ \$13,858.65, + 21 days) subject to review and approval by the Office of Facility Planning and Control.

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

Exchange Street Drainage Improvements - City Project #000329

Authorize Change Order No. 1 (+ \$1,291.25; + 0 days) with Amethyst Construction, Inc.

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

Project Updates

Jonathan Kaufman, City Project Manager, Director of Building & Development provided the City Council with updates for transportation, drainage, and more.

**ADJOURN**

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

ATTEST:

APPROVED:

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ANDREA PATE  
CITY CLERK

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STACI ALBRITTON MITCHELL  
MAYOR