

**OFFICIAL MINUTES OF THE CITY COUNCIL
CITY OF THIBODAUX
CITY HALL
THIBODAUX, LOUISIANA
May 20, 2008**

The City Council of the City of Thibodaux assembled in regular session at its regular meeting place, City Hall, 310 West 2nd Street, Thibodaux, Louisiana, on Tuesday May 20, 2008 at 5:00 o'clock P.M.

There were present: Councilmen Hebert, Richard, Taylor, Centanni and Mire.

There were also present: Mayor Charles Caillouet and Germaine Jackson.

The minutes of the May 6, 2008 Council meeting were approved as written.

Edward R. Bouterie, of 205 Longwood Street, who is the Director of the Thibodaux Office of Bourgeois Bennett, LLC, CPAs and Consultants presented the audit of the City of Thibodaux to the City Council. Bouterie stated that the firm rendered an unqualified opinion on the financial statements and that the results of their tests disclosed that the City was in compliance with Federal, State and Local laws and regulations. In addition, no matters involving the internal control over financial reporting and its operations were considered to be material weaknesses.

The City's total assets increased during the year 2007 to approximately \$68 million. The General Fund continues to be in good financial condition. Total revenues from governmental activities for the year 2007 increased by approximately \$4 million from the year 2006. The enterprise (utility) funds also had an increase in revenue by approximately \$3 million. Most of the increases in both the governmental activities and enterprise funds were from grants. Revenues from sales tax collections increased approximately 2.4% while charges for utility services increased approximately 4.7%.

In accordance with the provisions of the Historic District Ordinance, whenever a resignation occurs or a term expires on the Historic District Commission, the appointing authority must make an appointment to fill the vacancy on the board.

Due to the expiration of the term of a member, it is necessary for the Mayor to make an appointment or re-appointment to fill the vacancy on the board.

The Mayor has notified the Council Administrator that he wishes to re-appoint Lucille Henry to the Thibodaux Historic District Commission.

On motion of Councilman Richard, seconded by Councilman Hebert, the Council voted to adopt a resolution appointing Lucille Henry to the Thibodaux Historic District Commission. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

RESOLUTION NO. 1357

BE IT RESOLVED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the Thibodaux Historic District Commission is comprised of five regular board members; and

WHEREAS, due to the fact that the term of Lucille Henry expired on May 3, 2008, it is necessary for the Mayor to appoint a member to the commission; and

WHEREAS, in accordance with the provisions of the Historic District Ordinance the City Council must confirm these appointments.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Thibodaux does hereby confirm and approve the appointment as follows:

<u>APPOINTEE</u>	<u>TERM EXPIRES</u>
Lucille Henry	May 20, 2012

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSTAINED: None

ABSENT: None

And the above resolution was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Grants Director has informed the Council Administrator that the Mayor has requested that David Waitz prepare an engineering contract for your consideration which would authorize the design of the Wind Retrofit Storm Shutters Project. This project includes the installation of storm shutters at the Stark Complex, American Red Cross Building, Peltier Park Recreation Center, and the Thibodaux Senior Citizens Center.

This project is being fully funded through a FEMA Hazard Mitigation Grant in the amount of \$137,000 with the federal share being \$102,750 and the state share totaling \$34,250.

In accordance with the provisions of the proposed engineering contract, the City would pay engineering fees based on the Schedule of Fees included in the proposed contract.

On motion of Councilman Taylor, seconded by Councilman Richard, the Council voted to adopt a resolution authorizing the Mayor to sign an engineering contract with David A. Waitz for the design of the Wind Retrofit Storm Shutters Project. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSTAINED: None

ABSENT: None

RESOLUTION NO. 1358

**A RESOLUTION AUTHORIZING THE MAYOR
TO SIGN AN ENGINEERING CONTRACT WITH
DAVID WAITZ FOR THE DESIGN OF THE WIND
RETROFIT PROJECT**

BE IT RESOLVED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the City is planning to install storm shutters at the Stark Complex, American Red Cross building, Peltier Park Recreation Center and the Thibodaux Senior Citizens Center under a FEMA Hazard Mitigation Grant; and

WHEREAS, the Mayor has selected Badeaux Engineers, Inc. to perform the design and supervise the construction of the said project; and

WHEREAS, it is necessary to execute a contract with the said engineering firm for the services to be rendered in conjunction with this project.

NOW, THEREFORE BE IT RESOLVED by the City Council that the Mayor be and is hereby authorized to execute an engineering contract with David Waitz Engineering, Inc. for the design of the wind retrofit of several City buildings Project.

BE IT FURTHER RESOLVED that a copy of the said contract is attached hereto as "Exhibit A" and thereby made a part hereof.

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAIN: None
ABSENT: None

And the above resolution was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

At its meeting of May 13, 2008, the members of the Municipal Government Employees' Civil Service Board voted to amend the job description for the position of Electrician in the Public Works Department. As a result of the amended job description, the position should be reallocated from Grade 60 into Grade 62, System B of the salary schedule. The pay range for Grade 62, System B is \$16.62 - \$28.67/hour.

In accordance with the provisions of the Civil Service Rules and Regulations, this recommended amendment to the Civil Service Pay Plan must be approved by the City Council prior to implementation.

On motion of Councilman Hebert, seconded by Councilman Centanni, the Council voted to adopt a resolution approving the amended job description of Electrician and the reallocation of the position into Grade 62, System B of the salary schedule. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

RESOLUTION NO. 1359

BE IT RESOLVED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the City Council has reviewed a request by the Civil Service Board and the Public Works Director to amend the job description of Electrician and reallocate the position into Grade 62, System B of the salary schedule; and

WHEREAS, the said board has recommended that the job description be amended and reallocated as proposed as requested by the Public Works Director; and

WHEREAS, the said board has approved the request made and has recommended that the City Council approve these changes to the pay plan.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Thibodaux does hereby approve the amended job description of Electrician and the reallocation of this position based on the amended job description into Grade 62, System B, of the Civil Service Pay Plan

BE IT FURTHER RESOLVED that a copy of the amended job description for the position of Electrician is attached hereto as "Exhibit A" and thereby made a part hereof.

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

And the above resolution was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Zoning Administrator has informed the Council Administrator that the Planning and Zoning Commission has recommended that the City Council consider an ordinance to approve the final plat for the re-division of a 5.316 acre tract of property in the J.B. Levert Commercial Park Subdivision into Lot 8, Lot 9, and Lot 10 of Block 1. The tract involved is located on the east side of St. Patrick Street south of its intersection with Glenwild Drive.

On motion of Councilman Centanni, seconded by Councilman Hebert, the Council voted to adopt an ordinance approving the final plat for the re-subdivision of property located in the J.B. Levert Commercial Park Subdivision (Block 1). Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

ORDINANCE NO. 2398

***AN ORDINANCE APPROVING THE FINAL PLAT FOR THE
RE-SUBDIVISION OF PROPERTY LOCATED IN THE J.B.
LEVERT COMMERCIAL PARK SUBDIVISION (BLOCK 1)***

BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the Planning and Zoning Commission of the City of Thibodaux has reviewed a request concerning the approval of the final plat for the re-subdivision of property located on St. Patrick Street in the J.B. Levert Commercial Park Subdivision; and

WHEREAS, the proposed request involves the division of a 5.316 acre parcel of property located in Block 1 into Lot 8, Lot 9 and Lot 10; and

WHEREAS, the said commission has approved the aforesaid request and is recommending that the City Council concur with their recommendation; and

WHEREAS, in accordance with the provisions of Section 18-53 of the Thibodaux Subdivision Regulations, the final plat of this re-subdivision should be accepted by the adoption of an appropriate ordinance.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that the final plat for the re-subdivision of property located in the J.B. Levert Commercial Park Subdivision located on St. Patrick Street as recommended by the Planning and Zoning Commission is hereby accepted and approved as requested.

BE IT FURTHER ORDAINED that a copy of the final plat illustrating the said re-subdivision is attached hereto and thereby made a part hereof.

The above ordinance having been submitted to a vote the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

And the above ordinance was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Zoning Administrator has informed the Council Administrator that the Planning and Zoning Commission has recommended that the City Council consider adopting an ordinance to approve the final plat for the re-division of property owned by Edmae Dupre Benoit in order to remove thirty-five (35) feet between 1059 and 1060 People Street to accommodate the road right-of-way and access to the two

separate properties.

Councilman Centanni asked questions pertaining to the re-division of the aforesaid property. Mr. Kermit Kraemer explained the boundaries that would be affected by the re-division.

On motion of Councilman Richard, seconded by Councilman Centanni, the Council voted to adopt an ordinance approving the re-division of property located at 1047 Ridgefield Road and 1059 & 1060 People Street. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

ORDINANCE NO. 2399

*AN ORDINANCE APPROVING THE RE-DIVISION
OF PROPERTY LOCATED AT 1047 RIDGEFIELD
ROAD AND 1059 & 1060 PEOPLE STREET*

BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the Planning and Zoning Commission of the City of Thibodaux has reviewed a request concerning the re-division of property owned by Edmae Dupre Benoit located at 1047 Ridgefield Road and 1059 & 1060 People Street; and

WHEREAS, the proposed request involves the re-division of the property in order to remove thirty-five (35) feet of the property for a road right-of way located between 1059 and 1060 People Street thus creating two separate lots and allowing public street access to 1060 People Street; and

WHEREAS, the said commission has approved the aforesaid request and is recommending that the City Council concur with their recommendation; and

WHEREAS, in accordance with the provisions of Section 18-53 of the Thibodaux Subdivision Regulations, this re-division should be accepted by the adoption of an appropriate ordinance

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that the re-subdivision of property located in Sucre Estates as recommended by the Planning and Zoning Commission is hereby accepted and approved as requested.

BE IT FURTHER ORDAINED that a copy of the plat illustrating the said re-subdivision is attached hereto and thereby made a part hereof.

The above ordinance having been submitted to a vote the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

And the above ordinance was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Zoning Administrator has informed the Council Administrator that the Planning and Zoning Commission has recommended that the City Council consider adopting an ordinance to approve the final plat for the re-division of property located in Sucre estates on the north side of Talbot Avenue east of its intersection with South Barbier. The re-division is being requested in order to separate the portion of undeveloped property owned by Sucre Estates into Tract C-1.

Mr. John Brown, of 2102 South Barbier Dr. addressed the Council about the project and its development. Mr. Kermit Kraemer explained the re-division of property located in Sucre Estates.

On motion by Councilman Hebert, seconded by Councilman Richard, the Council voted to adopt an ordinance approving the re-division of property located in Sucre Estates. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSTAINED: None

ABSENT: None

ORDINANCE NO. 2400

*AN ORDINANCE APPROVING THE RE-DIVISION
OF PROPERTY LOCATED IN SUCRE ESTATES*

BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the Planning and Zoning Commission of the City of Thibodaux has reviewed a request concerning the re-division of property located in Sucre Estates on the north side of Talbot Avenue east of the intersection of South Barbier and Talbot Avenue; and

WHEREAS, the proposed request involves the re-division of the property creating Tract C-1 which is to remain undeveloped; and

WHEREAS, the said commission has approved the aforesaid request and is recommending that the City Council concur with their recommendation; and

WHEREAS, in accordance with the provisions of Section 18-53 of the Thibodaux Subdivision Regulations, this re-division should be accepted by the adoption of an appropriate ordinance

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that the re-subdivision of property located in Sucre Estates as recommended by the Planning and Zoning Commission is hereby accepted and approved as requested.

BE IT FURTHER ORDAINED that a copy of the plat illustrating the said re-subdivision is attached hereto and thereby made a part hereof.

The above ordinance having been submitted to a vote the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

And the above ordinance was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Finance Director has informed the Council Administrator that she has received proposals for the City's Property Fire and Casualty Insurance coverage for the period June 1, 2008 through May 31, 2009. The City received seven (7) quotes from three (3) agents.

The Finance Director has reviewed the proposals and is recommending that we accept the proposal submitted as Quote 7 from Jones Insurance Agency. The total premium including taxes and fees for the proposal is \$263,088 which reflects a decrease of \$70,392 from the City's current premiums.

Councilman Centanni had questions on the wind and hail coverage, as well as, the decrease of \$70,000 from the premium of last year. The Finance Director and Representatives of Jones Insurance Agency explained that the policy contained the same coverage as last year and the decrease in the premium was due to the fluctuation in the market from the previous year. Councilman Centanni also questioned the procedure used to calculate the statement of values in the policy. The Finance Director and Mayor stated that the procedure used is not done by a Professional Appraiser. The Finance Department prepares the statement of values using the same procedure as in previous years.

On motion of Councilman Hebert, seconded by Councilman Richard, the Council voted to adopt an ordinance authorizing the Mayor to sign a contract with Jones Insurance Agency for the City of Thibodaux's 2008-2009 Property and Fire Insurance. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

ORDINANCE NO. 2401

***AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN
A CONTRACT WITH JONES INSURANCE AGENCY FOR THE CITY
OF THIBODAUX'S 2008-2009 PROPERTY AND FIRE INSURANCE***

***BE IT ORDAINED* by the City Council of the City of Thibodaux in regular session assembled, that:**

***WHEREAS*, the City's property and fire insurance coverage is set to expire on June 1, 2008; and**

***WHEREAS*, on April 16, 2008 the City received proposals from several local agents for the City's 2008-2009 property and fire insurance; and**

***WHEREAS*, the Mayor is recommending that the City accept the proposal**

from Jones Insurance Agency for \$20,000,000 per occurrence coverage limit with a \$25,000 per occurrence loss and damage deductible and a \$100,000 wind and hail per occurrence deductible with an annual premium in the amount of \$263,088

NOW, THEREFORE BE IT ORDAINED, by the City Council of the City of Thibodaux that the Mayor be and is hereby authorized to sign a contract with Jones Insurance Agency for the City's 2008-2009 Property and Fire insurance coverage as stated herein.

The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSTAINED: None

ABSENT: None

And the above ordinance was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

The Mayor has requested that the Finance Director prepare a supplemental Appropriation to the 2008 budget in order to increase the funds budgeted for police vehicles and the required equipment for the additional vehicles. The additional funds are being requested in order to accommodate the purchase of additional police units in order to implement take-home units.

In accordance with Article VI of the Thibodaux City Charter, the Mayor may initiate a supplemental appropriation from the funds available for appropriation subject to approval by the Council adopting a supplemental appropriation ordinance.

Councilmen Taylor, Centanni and Mire had questions that were addressed by the Mayor. The Mayor addressed the Council in regards to the recruiting and retaining of Police Officers in the City of Thibodaux. Discussions were held to obtain feedback and discuss possible options to address the City's shortage of manpower in the Thibodaux Police Force. Some of the issues discussed in the meeting were take-home units, starting pay and inequities in the pay plan. According to a survey done in the Tri-Parish area, the option of having take-home units would be a starting point in the recruitment and retention of Thibodaux Police Officers. The amount of take-home units purchased would be determined by the number of applicants received by the City.

On motion of Councilman Richard, seconded by Councilman Hebert, the Council voted to amend Ordinance No. 2363 "Appropriation Ordinance for 2008" (Supplemental Appropriation). Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSTAINED: None

ABSENT: None

ORDINANCE NO. 2402

**AN ORDINANCE TO AMEND ORDINANCE NO. 2363
"APPROPRIATION ORDINANCE FOR 2008"
(SUPPLEMENTAL APPROPRIATION)**

BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, Article VI, Section 1 of the Thibodaux City Charter indicates that the appropriation ordinance shall contain appropriations of the expenditures for each City Department; and

WHEREAS, Ordinance No. 2363 adopted by the City Council on November 26, 2007 approved appropriations for the 2008 Budget by line item; and

WHEREAS, Article VI, Section 2 of the Thibodaux City Charter reads in part, "If during the fiscal year the Mayor certifies that there are available for appropriation, revenues in excess of those estimated in the budget, the Mayor may present a supplemental appropriation ordinance for the disposition of such revenues; and the Council may adopt it."

NOW, THEREFORE BE IT ORDAINED, that in accordance with Article VI, Section 2 of the Thibodaux City Charter, that the following items as indicated are amended in accordance with the recommendations of the Mayor:

(Exhibit "A")

The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSENT: None

ABSTAINED: None

And the above ordinance was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

On motion of Councilman Richard, seconded by Councilman Hebert, the Council voted to add to the agenda a request for recertification in the Louisiana Certified Retirement Community Program. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire

NAYS: None

ABSTAINED: None

ABSENT: None

The Mayor explained that due to a time limit the application is due by June 1, 2008 because of the State operating on a Fiscal Year rather than a Calendar Year.

On motion of Councilman Richard, seconded by Councilman Hebert, the Council voted to adopt a resolution authorizing the Mayor's application requesting recertification in the Louisiana Certified Retirement Community Program through the Lt. Governor's Office for Fiscal Year 2008-2009. Upon roll call the vote was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

RESOLUTION 1360

***A RESOLUTION IN SUPPORT OF AN APPLICATION REQUESTING
RECERTIFICATION IN THE LOUISIANA CERTIFIED RETIREMENT
COMMUNITY PROGRAM THROUGH THE LT. GOVERNOR'S OFFICE FOR
FISCAL YEAR 2008-2009***

WHEREAS, The City of Thibodaux desires to retain its Certified Retirement Community designation; and

WHEREAS, the City of Thibodaux is applying to the Lt. Governor's Office for recertification and consideration of a matching grant for \$10,000; and

WHEREAS, the grant funds would be used to:

- **Update its strategic plan for retirement development**
- **Expand its marketing infrastructure**
- **Sponsor an annual retirement development Community Forum**
- **Other eligible grant activities as necessary to continue a viable retirement program for the city.**

WHEREAS, the City of Thibodaux will work in conjunction with the Thibodaux Chamber of Commerce to administer the retirement program for the city.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Thibodaux does hereby support the Mayor's application for the aforesaid designation as a Certified Retirement Community and does hereby request that the Lt. Governor's Office approve the said application for designation and funding for fiscal year 2008-2009 as provided for a Certified Retirement Community.

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Councilmen Hebert, Richard, Taylor, Centanni, Mire
NAYS: None
ABSTAINED: None
ABSENT: None

And the above resolution was declared adopted this 20th day of May 2008.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Chad J. Mire
Chad J. Mire, President

There being no further business the meeting was adjourned.

Jennifer Morvant, Council Adm.

Chad J. Mire, President

