

**OFFICIAL MINUTES OF THE CITY COUNCIL
CITY OF THIBODAUX
CITY HALL
THIBODAUX, LOUISIANA
JULY 2, 2024**

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, July 2, 2024 at 5:00 P.M.

There were present: Councilwoman Crochet, Councilmen Richard, Taylor, Mire and Naquin.

There were also present: Mayor Kevin Clement and Beau Brooks.

Absent: None

The minutes of the June 18, 2024 City Council Meeting were approved as written.

The City executed an engineering contract with DDG for the North Canal Boulevard Lighting Improvement Project on February 19, 2020. In order for DDG to make design changes requested by LADOTD, and include bid alternates based on those changes, it is necessary to amend the agreement in order to include additional fees not to exceed \$9,300.00 to the contract amount. The total cost for engineering services for this project would now be \$59,180.00.

On motion of Councilman Mire, seconded by Councilwoman Crochet, the Council voted on a resolution to authorize the Mayor to execute Amendment #1 to the Professional Services Agreement with DDG for the North Canal Boulevard Lighting Improvement Project. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

RESOLUTION NO. 2575

***A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE
AMENDMENT #1 TO THE PROFESSIONAL SERVICES AGREEMENT
WITH DDG FOR THE NORTH CANAL BOULEVARD LIGHTING
IMPROVEMENT PROJECT***

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

WHEREAS, the City entered into a professional services agreement with DDG on February 19, 2020 for the design of the North Canal Boulevard Lighting Improvement Project; and

WHEREAS, the Engineer has submitted Amendment #1 to the professional services agreement in order to include design changes and bid alternates as required by LADOTD at a cost not to exceed \$9,300.00; and

WHEREAS, it is necessary to execute amendment #1 to the professional services agreement with the Engineer for the services to be rendered. In order to make expedited funding available to the City for temporary housing and shelter assistance in case of major disaster or emergency, the Thibodaux City Council authorizes the Mayor to execute and submit the "Expedited Temporary Housing Assistance Waiver of Land Use/Permitting Form" opting into the expedited

temporary housing assistance program by September 1st of each year.

NOW, THEREFORE, BE IT RESOLVED, by the City Council that the Mayor be and is hereby authorized to execute Amendment #1 to the professional services agreement with DDG for the services rendered to the City in conjunction with the North Canal Boulevard Lighting Improvement Project.

BE IT FURTHER RESOLVED that a copy of the said amendment 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: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

And the above resolution was declared adopted this 2nd day of July 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

The City received bids on June 11, 2024 for the Andolsek Park Improvement Project to install a turf football field.

The lowest responsible bid was received from LA Contracting Enterprise, LLC in the amount of \$935,900.00. The project engineer, Total Project Services, has recommended that the City accept the low bid as submitted, and authorize the award of the construction contract.

On motion of Councilman Taylor, seconded by Councilman Richard, the Council voted on a resolution to accept the low bid of LA Contracting Enterprise, LLC for the Andolsek Park Improvements-Turf Field Project and authorizing the Mayor to execute the construction contract therewith. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

RESOLUTION NO. 2576

A RESOLUTION ACCEPTING THE LOW BID OF LA CONTRACTING ENTERPRISE, LLC FOR THE ANDOLSEK PARK IMPROVEMENTS-TURF FIELD PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE CONSTRUCTION CONTRACT THEREWITH

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

WHEREAS, the City received bids on June 11, 2024 for the Andolsek Park Improvement Project-Turf Field Project; and

WHEREAS, the low bid was received from LA Contracting Enterprise, LLC in the amount of \$935,900.00; and

WHEREAS, the project engineer, Total Project Services, has recommended that the City accept the low bid as submitted by LA Contracting Enterprise, LLC.; and

WHEREAS, it is necessary to consider the acceptance of the low bid and authorize the Engineer to award the contract with the said contractor for the

project mentioned hereinbefore.

NOW, THEREFORE BE IT RESOLVED that the City does hereby accept the low bid submitted by LA Contracting Enterprise, LLC in the amount of \$935,900.00.

BE IT FURTHER RESOLVED by the City Council that the Mayor be and is hereby authorized to execute the construction contract with LA Contracting Enterprise, LLC for the project as stated herein.

BE IT FURTHER RESOLVED that a copy of the engineer's recommendation and bid tabulation 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: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

And the above resolution was declared adopted this 2nd day of July 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

The Finance Director has received a proposal for the renewal of the City's Inland Marine Insurance coverage for the period July 18, 2024 through June 1, 2025. The proposal was submitted by USI Insurance Services, LLC with Great American Insurance Company.

Ms. Hebert is recommending that we renew our coverage with USI Insurance Services with an annual premium of \$28,936.00 on a TIV (Total Insured Value) of \$4,829,929.00. There is a .47% decrease in TIV, and the premium is a decrease of 8.7% from last year.

Brandon Rutley, 117 Smithfield Dr., addressed the Council and answered questions about the policy.

On motion of Councilman Mire, seconded by Councilman Richard, the Council voted on a resolution to authorize the Mayor to sign a renewal contract with USI Insurance Services, LLC for 2024-2025 Inland Marine Insurance Policy. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

RESOLUTION NO. 2577

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A RENEWAL CONTRACT WITH USI INSURANCE SERVICES, LLC FOR 2024-2025 INLAND MARINE INSURANCE POLICY

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

WHEREAS, the City's Inland Marine Insurance coverage is set to expire on July 18, 2024; and

WHEREAS, the City has received a renewal proposal from our agent, USI

Insurance Services, LLC, for the City's 2024-2025 Inland Marine Insurance coverage; and

WHEREAS, the Finance Director is recommending that the City accept the renewal proposal presented by USI Insurance Services, LLC with Great American Insurance Company for the aforesaid insurance coverage in the amount of \$28,936.00 for a Total Insured Value of \$4,829,929.00.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Thibodaux that the Mayor be and is hereby authorized to sign a renewal contract for the coverage presented by USI Insurance Services, LLC for the City's 2024-2025 Inland Marine Insurance coverage as stated herein.

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

YEAS: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

And the above resolution was declared adopted this 2nd day of July 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

The Emergency Preparedness Director has received the 2024 Temporary Housing and Shelter Assistance Program Expedited Temporary Housing Assistance Waiver of Land Use/Permitting Form from the Governor's Office of Homeland Security and Emergency Preparedness.

This form is required in order for the City to receive additional funding and resources from GOHSEP following a presidential declaration of a major disaster or emergency. This form certifies that the City will waive land use regulations relating to permitting for the temporary placement of mobile homes, recreational vehicles, and other temporary housing directly adjacent to the disaster survivor's damaged dwelling.

On motion of Councilwoman Crochet, seconded by Councilman Richard, the Council voted on a resolution to authorize the Mayor to execute and submit to the Governor's Office Of Homeland Security and Emergency Preparedness (GOHSEP) An "Expedited Temporary Housing Assistance Waiver of Land Use/Permitting Form" in accordance with La R.S. 29:726(F)(3)(b)(iii)(aa) and La R.S. 29:726(F)(4). Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

RESOLUTION NO. 2578

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AND SUBMIT TO THE GOVERNOR'S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS (GOHSEP) AN "EXPEDITED TEMPORARY HOUSING ASSISTANCE WAIVER OF LAND USE/PERMITTING FORM" IN ACCORDANCE WITH LA R.S. 29:726(F)(3)(b)(iii)(aa) AND LA R.S. 29:726(F)(4).

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

WHEREAS, Act 526 of the 2022 Louisiana Legislative Session, codified as

LA R.S. 29:726, requires the Governor’s Office of Homeland Security and Emergency Preparedness (GOHSEP) to develop a program to provide additional funding and resources for temporary housing and shelter assistance to municipalities within the first fourteen days following a presidential declaration of a major disaster or emergency; and

WHEREAS, LA R.S. 29:726(F)(3)(b)(iii)(aa) and 29:726 (F)(4) specify that, in order for the City to participate in the temporary housing program, a certification must be submitted to GOSHEP waiving land use regulations relating to permitting for the temporary placement of mobile homes, recreational vehicles, and other temporary housing directly adjacent to the disaster survivor’s damaged dwelling; and

WHEREAS, in order to make expedited funding available to the City for temporary housing and shelter assistance in case of major disaster or emergency, the Thibodaux City Council authorizes the Mayor to execute and submit the “Expedited Temporary Housing Assistance Waiver of Land Use/Permitting Form” opting into the expedited temporary housing assistance program by September 1st of each year.

THEREFORE, BE IT RESOLVED, that the Mayor be authorized to execute and submit to the Governor’s Office of Homeland Security and Emergency Preparedness an “Expedited Temporary Housing Assistance Waiver of Land Use/Permitting Form” in accordance with LA R.S. 29:726(F)(3)(b)(iii)(aa) and 29:726 (F)(4) (Act 526,2022).

BE IT FURTHER RESOLVED that a copy of the said form 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: Crochet, Richard, Taylor, Mire, Naquin
NAYS: None
ABSTAINED: None
ABSENT: None**

And the above resolution was declared adopted this 2nd day of July 2024.

**/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.**

**/s/ Mike Naquin
Mike Naquin, President**

The City entered into a contract with Witt O’Brien’s, LLC on April 1, 2024 for the City’s disaster debris monitoring services.

The Emergency Preparedness Director has informed me that Witt O’Brien’s has transferred ownership of certain assets, which includes our disaster Debris Monitoring Services Contract, to Goodwyn Mills Cawoon, LLC (GMC) as of June 20, 2024. GMC will provide the services included in our original contract.

On motion of Councilman Richard, seconded by Councilman Taylor, the Council voted on a resolution to authorize the Mayor to execute a Novation Agreement between the City of Thibodaux, Witt O’Brien’s, LLC, and Goodwyn Mills Cawood, LLC for the transfer of ownership for the Disaster Debris Monitoring Services Contract. Upon roll call the vote was as follows:

**YEAS: Crochet, Richard, Taylor, Mire, Naquin
NAYS: None
ABSTAINED: None
ABSENT: None**

RESOLUTION NO. 2579

**A RESOLUTION AUTHORIZING THE MAYOR
TO EXECUTE A NOVATION AGREEMENT BETWEEN THE
CITY OF THIBODAUX, WITT O'BRIEN'S, LLC AND
GOODWYN MILLS CAWOOD, LLC FOR THE TRANSFER
OF OWNERSHIP FOR THE DISASTER DEBRIS
MONITORING SERVICES CONTRACT**

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

WHEREAS, the City of Thibodaux and Witt O'Brian's, LLC entered into a contract dated April 1, 2024 for disaster debris monitoring services for the City; and

WHEREAS, Witt O'Brien's has transferred ownership of certain assets to Goodwyn Mills Cawoon, LLC (GMC) through an Asset Purchase Agreement dated June 20, 2024 that includes the contract for debris monitoring services for the City of Thibodaux; and

WHEREAS, GMC agrees to be bound by and to perform the Contract in accordance with the conditions contained in the original agreement executed between the City and Witt O'Brien's.

NOW, THEREFORE BE IT RESOLVED by the City Council that the Mayor be and is hereby authorized to execute a Novation Agreement with Witt O'Brien's and GMC acknowledging the transfer of ownership of our current Disaster Debris Monitoring Agreement to Goodwyn Mills Cawoon (GMC) under the original terms.

BE IT FURTHER RESOLVED that a copy of the said agreement 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: Crochet, Richard, Taylor, Mire, Naquin

NAYS: None

ABSTAINED: None

ABSENT: None

And the above resolution was declared adopted this 2nd day of July 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

The Civil Service Director has worked with the Human Resources Director and salary.com to study the salaries and salary ranges for all City employees. Based on their review, Mr. Chighizola has prepared a new Uniform Plan of Salary Ranges, and in accordance with the Home Rule Charter, and Civil Service Rules, any proposed change in the City's pay plan requires approval by the Civil Service Board and the City Council.

The Civil Service Director and Human Resources Director gave a brief overview on the process involved in preparing the new pay plan and answered questions from the Council.

On motion of Councilman Taylor, seconded by Councilman Mire, the Council voted on a resolution to approve a revised Uniform Plan of Salary Ranges for all City employees.

Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Mire, Naquin
NAYS: None
ABSTAINED: None
ABSENT: None

RESOLUTION NO. 2580

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

WHEREAS, the Thibodaux Civil Service Uniform Plan of Salary Ranges may be evaluated and adjusted upon recommendation by the Civil Service Board and approval of the Thibodaux City Council; and

WHEREAS, The Civil Service Director has worked with the Human Resources Director and salary.com to obtain salary information from other municipalities to compare to the City of Thibodaux Pay Scale for all employees; and

WHEREAS, based upon a review of the salary information obtained, the Civil Service Director proposed an adjustment of the Uniform Plan of Salary Ranges for all employees to become effective upon approval of the City Council; and

WHEREAS, the Civil Service Board held a public hearing on May 29, 2024 to discuss the pay plan adjustment and have forwarded their recommendation to the City Council to approve the new Uniform Plan of Salary Ranges; and

WHEREAS, in accordance with Civil Service Rules and Regulations, and the Thibodaux City Charter, any recommended adjustment to the pay plan must be approved by the City Council.

NOW, THEREFORE BE IT RESOLVED that the City Council does hereby approve the recommendation of the Civil Service Board and hereby enacts the revised Uniform Plan of Salary Ranges for all employees.

BE IT FURTHER RESOLVED that a copy of the Uniform Plan of Salary Ranges is attached hereto and made a part hereof.

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

YEAS: Crochet, Richard, Taylor, Mire, Naquin
NAYS: None
ABSTAINED: None
ABSENT: None

And the above resolution was declared adopted this 2nd day of July 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

Councilman Mire introduced an ordinance to amend Ordinance No. 3319 “Appropriation Ordinance for the Year 2024:-Supplemental Appropriation II (Mid-Year). The Public Hearing on this ordinance will be held at the Council meeting on July 16, 2024.

The Planning and Zoning Commission has recommended that the City Council consider an ordinance to approve the final plat for the division of property located on the north side of Ledet Street approximately 510 feet south of the intersection of S. Acadia Road and Ledet Street. This division is for Lot 8 into Lots 8-A, and 8-B.

On motion of Councilman Taylor, seconded by Councilwoman Crochet, the Council voted on an ordinance to approve the division of property owned by Lawrence Robertson located on Ledet Street. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Mire, Naquin
NAYS: None
ABSTAINED: None
ABSENT: None

ORDINANCE NO. 3350

***AN ORDINANCE APPROVING THE DIVISION OF
PROPERTY OWNED BY LAWRENCE ROBERTSON
LOCATED ON LEDET 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 by Leonard Chauvin, P.E., P.L.S. on behalf of Lawrence Robertson for final plat approval of the division of property located on the north side of Ledet Street, approximately five hundred ten (510') feet south of the intersection of S. Acadia Road and Ledet Street; and

WHEREAS, the proposed request involves the division of Lot 8 of Anthony C. Ledet and Others Property into Lots 8-A, and 8-B; and

WHEREAS, the said commission has approved the aforesaid request at their June 5, 2024 meeting, 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 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 division of property located along Ledet 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 plat illustrating the said division 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: Crochet, Richard, Taylor, Mire, Naquin
NAYS: None
ABSTAINED: None
ABSENT: None

And the above ordinance was declared adopted this 2nd day of July 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

A condemnation hearing was held for property located at the following addresses:

- a. 1206 Goode Street- The Council unanimously adopted a motion to condemn this property with demolition beginning on or after August 2, 2024.

b. 1208 Goode Street- The Council unanimously adopted a motion to condemn this property with demolition beginning on or after August 2, 2024.

The Mayor updated the Council on projects and events going on throughout the City.

There being no further business the meeting was adjourned.

Jennifer Morvant, Council Adm.

Mike Naquin, President