

OFFICIAL PROCEEDINGS
CITY OF MORGAN CITY
DECEMBER 17, 2015

The Mayor and City Council of Morgan City, Louisiana, met at 6:00 pm (local time) in regular session, this date, in the City Court Building, Highway 182 East, Morgan City, Louisiana.

There were present: Honorable Frank P. Grizzaffi, III Mayor; and Council Members Ron Bias, Barry Dufrene, James Fontenot, Tim Hymel, and Louis J. Tamporello, Jr.

Absent: None

Also present were Mr. Marcus Folse, Chief Administrative Officer and Mr. Paul Landry, City Attorney.

The invocation was given by Reverend Tommy Fromenthal.

Mr. Pat Cloutier addressed the Mayor and Council regarding the status of the new LEPA power plant. Mayor Grizzaffi advised him that the power plant was in the testing phase right now and would be up and running soon. Mr. Cloutier asked about the frequency of the publication of the LEPA meeting minutes in The Daily Review. Mayor Grizzaffi stated that he could make a request to LEPA to have the minutes published in a more timely manner. Mr. Cloutier asked about the status of the levees. Mayor Grizzaffi stated that the new levees were being worked on by the St. Mary Levee District and he would make a telephone call and get Mr. Cloutier the answers he was looking for.

The minutes of the November 16, 2015 and December 11, 2015 special meeting were submitted. There being no corrections, additions, or deletions, a motion to approve the minutes was made by Reverend Bias, seconded by Mr. Dufrene, and voted unanimously in favor.

Mrs. Deborah Garber, Finance Director, submitted the following financial statement for the period ending November 30, 2015.

MONTHLY FINANCIAL STATEMENTS

DATE: December 17, 2015
TO: Mayor and Council
FROM: Deborah Garber
RE: Comments related to summary of revenues and expenses compared to budget for the period ended November 30, 2015.

Attached is a summary that compares our actual revenues and expenses to our operational budget for our major funds subject to budgetary control for the period ending November 30, 2015. The following comments are related thereto:

General and Ancillary Funds: Actual total revenues are under budget by \$27,300. Sales taxes in General Fund were under budget by 497,600. Operating expenses are also below budget by \$610,500. The net income, after transfers, of \$169,600 creates a favorable variance of \$587,700.

Utility Fund: Actual operating revenues are under budget by \$136,700, with operational expenses under budget by \$1,738,100. The net income, after transfers, of \$956,300 creates a favorable variance of \$1,926,400.

Sanitation and Sewer Fund: The operating revenues are \$27,400 under budget, with total operating expenses also under budget by \$3,000. The net income, after transfers, of \$182,050 leaves an unfavorable variance of \$3,830.

Respectfully submitted,
/s/ Deborah Garber
Deborah Garber
Finance Director

CONSOLIDATED STATEMENT
Actual Revenues and Expenses Compared to Budget
Period Ended November 30, 2015

GENERAL AND ANCILLARY FUNDS	November 2015 ACTUAL	November 2015 BUDGET	VARIANCE
REVENUES			
General Fund	6,764,988	6,737,644	27,344
Recreation Fund	156,138	169,201	(13,063)
Library Fund	15,353	12,843	2,511
Auditorium Fund	335,505	347,340	(11,835)
Lake End Park Fund	659,247	686,975	(27,728)
Total Revenues	<u>7,931,231</u>	<u>7,954,002</u>	<u>(22,771)</u>
EXPENSES-OPERATIONAL			
General Fund	9,135,362	9,550,954	(415,592)
Recreation Fund	500,175	487,033	13,142
Library Fund	110,296	116,157	(5,861)
Auditorium Fund	418,012	493,582	(75,570)
Lake End Park Fund	694,495	821,158	(126,663)
Total Expenses	<u>10,858,340</u>	<u>11,468,884</u>	<u>(610,544)</u>
TRANSFERS			
Transfers from Funds	3,888,326	3,888,326	0
Transfers to Funds	(791,605)	(791,605)	0
Net Transfers	<u>3,096,721</u>	<u>3,096,721</u>	<u>0</u>
EXCESS NET OF TRANSFERS	<u>169,612</u>	<u>(418,161)</u>	<u>587,773</u>
UTILITY FUND			
Total Revenues	18,360,949	18,497,712	(136,763)
Total Expenditures	14,552,902	16,291,038	(1,738,136)
Net Excess	3,808,047	2,206,674	1,601,373
Net Transfers and non-oper.	(2,851,665)	(3,176,750)	325,085
Excess net of transfers	<u>956,382</u>	<u>(970,076)</u>	<u>1,926,458</u>
SANITATION AND SEWER FUND			
Total Revenues	2,590,967	2,618,423	(27,456)
Total Expenses	2,978,497	2,981,596	(3,099)
Net Excess	(387,530)	(363,172)	(24,357)
Net Transfers/non-operating expenses	569,580	549,053	20,527
Excess net of transfers and non-operating	<u>182,050</u>	<u>185,881</u>	<u>(3,830)</u>

A motion to accept the financial statement was made by Mr. Tamporello, seconded by Mr. Dufrene, and voted unanimously in favor.

The next matter on the agenda was the Finance Committee recommendations, whereupon,

Mr. Dufrene offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-46

BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, that the following Finance Committee recommendations be and the same are hereby approved:

1. Allocate up to \$8,000 from Capital Additions & Contingency to update computer and server at Water Plant.
2. Allocate \$4,600 from Friends of Main Street to contribute towards 3 additional crosswalks downtown.

Mr. Hymel seconded the motion.

The vote thereon was as follows:

AYES: Dufrene, Hymel, Bias, Fontenot, Tamporello

NAYS: None

ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

Mr. Anthony Governale, Director of Planning & Zoning gave an update on the blighted properties around the city. He stated that currently there were three properties that were being worked on by his department. The addresses were 3107 Roselawn Drive, 522 Aucoin Street, and 119 Arizona Street. There were certified letters sent out to each property owner but only one property owner had accepted their letter. The Mayor asked if anyone was in the audience representing the properties. No property owner was present. Reverend Bias stated that he had spoken with one of the property owners, Mr. Leon Henderson, who was supposed to contact Planning and Zoning. Mr. Paul Landry, City Attorney, stated that the ordinance gave the City Council authority to condemn or demolish properties once all notification steps had been completed. Mr. Tamporello made the motion to place the signs in the yards of the three blighted properties and begin the condemnation process, seconded by Mr. Hymel. The vote thereon was as follows: Yeas: Tamporello, Dufrene, Fontenot and Hymel. Nays: None. Abstentions: Bias. Mayor Grizzaffi stated that the property owners would still have ample time to salvage their properties once the condemnation process had begun.

Mayor Grizzaffi gave the Council a brief update of the status of the Lake End Park Phase II cabin construction. He stated that the cabins were scheduled to be completed on November 7, and there was a rain request of 40 days from the contractor that must be approved by the State. He stated that the floors were complete, sheetrock had been installed and floated, and all furnishings had been ordered for the cabins. Mr. Tamporello asked that the architect look into the liquidated damages from the 7th to the 20th of December. Mayor Grizzaffi stated that the shell road on the parkway side where the black top ended had been a maintenance issue for some time. Mr. Mike Loupe was preparing a bid to have the road blacktopped to the area beyond the newest set of cabins.

Mayor Grizzaffi stated that the utility billing system would soon begin processing payments with credit cards. A double firewall had been installed and payments by credit card were expected to begin around the end of January.

In the matter of the wharf project update, Mayor Grizzaffi stated that all sheet pile driving would be completed by the end of the week. After the holidays, the contractor was expected to return to the jobsite to begin removing all lumber. The City looked into using

composite decking instead of wood. The wharf project was scheduled to be completed on schedule.

The next matter on the agenda was the Federal and Bowman lift station upgrade change order, whereupon,

Mr. Dufrene offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-47

BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, that the Mayor be and he is hereby authorized, empowered, and directed in the name of and on behalf of said municipal corporation, to execute Change Order Number 3 under Contract Number R:15-20, between the City of Morgan City and Larry Doiron, LLC, for the Federal and Bowman Lift Station Upgrade project.

Mr. Fontenot seconded the motion.

The vote thereon was as follows:

AYES: Dufrene, Fontenot, Bias, Hymel, Tamporello

NAYS: None

ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

Mayor Grizzaffi stated that the Federal and Bowman lift station needed to be placed into substantial completion, whereupon,

Mr. Hymel offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-48

WHEREAS, the firm of Larry Doiron, LLC has substantially completed the work done under contract No. R:15-20, for the Federal and Bowman Lift Station project, dated April 27, 2015, and recorded in the mortgage records of the Parish of St. Mary, Book 1436, Entry 329458, Page 704, and

WHEREAS, the contractor has requested that this work be put in the lien period, and

WHEREAS, the engineer for the project has recommended acceptance of said project as substantially complete, to begin the forty-five (45) day lien period with no items remaining to be done, and

WHEREAS, before final payment is made, the engineer will so certify to the City that the project is fully complete and approve the payment of the retainage,

NOW THEREFORE BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, Louisiana that the Mayor be and he is hereby authorized, empowered, and directed to execute the "Certificate of Substantial Completion" and that a copy of this resolution, along with said "Certificate" be filed with the Clerk of Courts of the Parish of St. Mary to initiate the forty-five (45) day lien period for the work done under the above mentioned contract.

Mr. Dufrene seconded the motion.

The vote thereon was as follows:

AYES: Hymel, Dufrene, Bias, Fontenot, Tamporello

NAYS: None

ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

Mr. Mike Loupe stated that during the Roadway Repairs & Improvements, Phase VIII project, it was decided that the contractor use a higher yield concrete for a portion of the project because it would dry faster and a new school year was about to begin, whereupon,

Reverend Bias offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-49

BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, that the Mayor be and he is hereby authorized, empowered, and directed in the name of and on behalf of said municipal corporation, to execute Change Order Number 2 under Contract Number R:14-35, between the City of Morgan City and Southern Constructors, LLC, for the Roadway Repairs & Improvements Phase VIII project.

Mr. Hymel seconded the motion.

The vote thereon was as follows:

AYES: Bias, Hymel, Dufrene, Fontenot, Tamporello

NAYS: None

ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

The next matter on the agenda was the surplus equipment, whereupon, Mr. Fontenot offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-50

BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, that the item shown below are hereby declared surplus and no longer needed:

- | | | |
|-----|--|------------|
| 1. | 1999 Chevy 2500 pickup VIN: 1GCG23R1XF020471 | Sanitation |
| 2. | 2001 Volvo 120 VIN: 4V2D36HE01N311568 | Sanitation |
| 3. | 2002 International 7400 VIN: 1HTWGADT92J041596 | Sanitation |
| 4. | 2009 Sterling SC8000 VIN: 2FZHATBS19AAM0577 | Sanitation |
| 5. | 2001 Volvo VIN: 4V2DC6HE51N319889 | Sanitation |
| 6. | 2004 Autocar XPEDITOR VIN: 5VCDC6BE94H200258 | Sanitation |
| 7. | 2004 Autocar XPEDITOR VIN: 5VCDC6BE54H200435 | Sanitation |
| 8. | 6000 – 96 gallon garbage receptacles | Sanitation |
| 9. | 4 Dell Keyboards | Library |
| 10. | 4 Dell Dimension E520/CPU's | Library |
| 11. | 3 Dell monitors | Library |
| 12. | 1 CISCO 1841 | Library |
| 13. | 2 Dell Speaker bars | Library |
| 14. | 4 Dell Mouse | Library |
| 15. | Box of miscellaneous cords and cables | Library |
| 16. | HP Color Laserjet 2605DN | Library |
| 17. | Large white wooden doors (2 panels) | Library |
| 18. | 2 drawer tan file cabinet | Library |
| 19. | 1 office chair | Library |

BE IT FURTHER RESOLVED, etc., that said items be sold either by auction or by receiving bids.

Reverend Bias seconded the motion.

The vote thereon was as follows:

AYES: Fontenot, Bias, Dufrene, Hymel, Tamporello

NAYS: None

ABSENT: None

The Resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

Mayor Grizzaffi stated that the auditors must be engaged each year, whereupon, Mr. Dufrene offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-51

WHEREAS, the firm of Kolder, Champagne, Slaven and Company, LLC submitted an agreement letter for the examination of the financial statements of the City of Morgan City for the year ending December 31, 2015, and

WHEREAS, said agreement letter must be approved by the Louisiana Legislative Auditor,

NOW THEREFORE BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, that the Mayor, be and he is hereby authorized, empowered, and directed to execute the letter agreement between the City and Kolder, Champagne, Slaven and Company, LLC for the purpose of conducting an examination of the City's financial statements for the year ending December 31, 2015.

Mr. Fontenot seconded the motion.

The vote thereon was as follows:

AYES: Dufrene, Fontenot, Bias, Hymel, Tamporello
NAYS: None
ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington

Debbie Harrington
Clerk

The next matter on the agenda was the System Survey & Compliance Questionnaire, whereupon,

Reverend Bias offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-52

WHEREAS, as required by the Legislative Auditor of the State of Louisiana, a Systems Survey and Compliance Questionnaire is to be completed and submitted to the firm of Kolder, Champagne, Slaven, & Company for the City of Morgan City and

WHEREAS, along with the audit report, the results of this questionnaire must be submitted to the Legislative Auditor.

NOW THEREFORE BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, Louisiana, that it hereby approves and adopts the Systems Survey and Compliance Questionnaire as completed and submitted by the Finance Director.

Mr. Tamporello seconded the motion.

The vote thereon was as follows:

AYES: Bias, Tamporello, Dufrene, Fontenot, Hymel

NAYS: None

ABSENT: None

The Resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

In the matter of the LGAP request, Mayor Grizzaffi stated that the City was requesting \$25,000 for the Fire Department to purchase air packs, and \$25,000 for the Police Department to continue the software and hardware upgrades, whereupon,

Mr. Dufrene offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-53

WHEREAS, \$6.7 million was included for continuation of the Local Government Assistance Program, and

WHEREAS, each city is allocated up to \$50,000.00, and

WHEREAS, the City of Morgan City Police Department is in need of hardware and software for the operational computer system in the amount of \$25,000 and the City of Morgan City Fire Department is in need of breathing apparatus and equipment in the amount of \$25,000.

WHEREAS, the City is desirous of submitting, to the Louisiana Office of Community Development, an application for Local Government Assistance Program funding in the amount of \$50,000, to purchase this much needed equipment.

NOW THEREFORE BE IT RESOLVED by the City Council, the governing authority of the City of Morgan City, Louisiana that (1) it hereby supports this project which will benefit the entire community and (2) that the Mayor be and he is hereby authorized to execute any and all documents in connection with this application.

Mr. Fontenot seconded the motion.

The vote thereon was as follows:

AYES: Dufrene, Fontenot, Bias, Hymel, Tamporello

NAYS: None

ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

Mayor Grizzaffi stated that the G & J Lease for a small piece of property behind the floodwall had expired and needed a new lease needed to be signed, whereupon,

Mr. Hymel offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-54

WHEREAS, Lease Agreement No. R: 10-30 between the City of Morgan City and the G & J Land and Marine has expired, and

WHEREAS, both parties are desirous of entering into a new lease.

NOW THEREFORE BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, Louisiana, that the Mayor, be and he is hereby authorized,

empowered, and directed in the name of and on behalf of the City of Morgan City to execute said lease agreement between the City and the G & J Land and Marine.

Reverend Bias seconded the motion.

The vote thereon was as follows:

AYES: Hymel, Bias, Dufrene, Fontenot, Tamporello

NAYS: None

ABSENT: None

The Resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

In the matter of the Auditorium parking lot improvements, Mayor Grizzaffi stated that the Morgan City Harbor & Terminal District had bid out the parking lot and included some of the City property. They agreed to pay for paving and allow the City to pay them in installments, whereupon,

Mr. Dufrene offered the following Resolution, who moved for its adoption.

RESOLUTION NO. R: 15-55

WHEREAS, by Ordinance Number 14-04, the City of Morgan City entered into a Cooperative Endeavor Agreement with the Morgan City Harbor and Terminal District with regards to building a Government Emergency Operations Center, including a transfer of property; and

WHEREAS, the property will use some of the existing parking lot of the Morgan City Municipal Auditorium; and

WHEREAS, the Morgan City Harbor and Terminal District has agreed to pave the entire parking lot including additional parking lot spaces that are not part of the original agreement and allow the City to pay the District back in installment payments in the total amount of \$101,829.

NOW THEREFORE BE IT RESOLVED, by the City Council, the governing authority of the City of Morgan City, that it allow Mayor Grizzaffi to enter into an agreement with the Morgan City Harbor and Terminal District to repay the amount of \$101,829 in installment payments for the additional paving at the Morgan City Municipal Auditorium.

Mr. Fontenot seconded the motion.

The vote thereon was as follows:

AYES: Dufrene, Fontenot, Bias, Hymel, Tamporello

NAYS: None

ABSENT: None

The resolution was therefore declared approved and adopted this 17th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor

ATTEST:

/s/ Debbie Harrington
Debbie Harrington
Clerk

Ms. Barbara Turner, 515 Freret Street addressed the council regarding her property. She stated that she received notification that her property needed to be cleaned up. She said that she had already begun cleaning the property and would work towards a total cleanup.

The public hearing for the 2015 Budget Amendment Ordinance was opened. No one appeared for or against said ordinance, whereupon,

This Ordinance introduced with first reading on October 27, 2015 and a second reading on November 16, 2015. Published by title on November 2, 2015 and November 20, 2015

Mr. Hymel offered the following Ordinance, who moved for its adoption.

ORDINANCE NO. 15-11

AN ORDINANCE OF THE CITY COUNCIL OF MORGAN CITY,
LOUISIANA AMENDING THE OPERATING BUDGET FOR THE FISCAL
YEAR BEGINNING JANUARY 1, 2015, AND ENDING DECEMBER 31,
2015.

WHEREAS, by Ordinance Number 14-08 dated November 25, 2015, the City Council adopted the operating budget for the fiscal year beginning January 1, 2015 and ending December 31, 2015, and

WHEREAS, during the year certain amendments were deemed necessary,

NOW THEREFORE BE IT ORDAINED by the City Council, the governing authority of the City of Morgan City, Louisiana, that revenues for 2015 be amended to \$35,952,684 and the expenditures be amended to \$35,090,110 leaving a net excess of \$1,149,599.

BE IT FURTHER ORDAINED, etc., that said net excess in the amount of \$1,149,599 be applied to the fund balance of \$27,190,919 leaving a fund balance of \$28,340,518 for the fiscal year ended 2015.

Mr. Dufrene seconded the motion.

The vote thereon was as follows:

AYES: Hymel, Dufrene, Bias, Fontenot, Tamporello
NAYS: None
ABSENT: None

Certified approved and adopted this 17th day of December, 2015.

Delivered to Mayor Grizzaffi at 12:30 pm, this 18th day of December, 2015.

/s/ Debbie Harrington
Debbie Harrington
Clerk

Approved this 18th day of December, 2015.

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III

Mayor

Received from Mayor Grizzaffi at 1:00 pm on December 18, 2015.

/s/ Debbie Harrington
Debbie Harrington
Clerk

Published: December 23, 2015

There being no further business, a motion to adjourn was made by Reverend Bias, seconded by Mr. Dufrene, and voted unanimously in favor.

/s/ Debbie Harrington
Debbie Harrington
Clerk

/s/ Frank P. Grizzaffi, III
Frank P. Grizzaffi, III
Mayor