

**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL  
CITY OF PORT ALLEN, LOUISIANA  
WEDNESDAY, MAY 13, 2020 AT 5:30 P.M.**

Please be advised that, due to the public health emergency caused by the COVID-19 virus the following requirements will be enforced at the City Council Meeting: Anyone entering the building must **wear a mask** and **their body temperature** will be checked. Anyone with a temperature above **99 degrees Fahrenheit** will be denied entry. A maximum of **8** citizens will be allowed in the Council Chamber at one time and they will sit in the designated seats during the meeting. Each person must decide before entering the Chamber which agenda item they wish to comment on. If they are not seated in the Chamber when the agenda item is heard, they will be notified by an officer to enter the Council Chamber to address that agenda item.

**AGENDA**

CALL TO ORDER. **(PLEASE SILENCE ALL CELL PHONES/ELECTRONIC DEVICES)**

1. PLEDGE OF ALLEGIANCE.
2. ROLL CALL.
3. APPROVAL OF MINUTES OF THE REGULAR MEETING OF MARCH 11, 2020.
4. PUBLIC COMMENTS: COMMENTS FROM THE PUBLIC ARE ALLOWED IN ACCORDANCE WITH LA R.S. 42:11 AND CITY OF PORT ALLEN CODE OF ORDINANCES IN CHAPTER 2, ARTICLE II, SECTION 2-34 AND SPECIFICALLY LIMITED TO AN AGENDA ITEM TO BE CONSIDERED DURING THE MEETING, THREE MINUTES PER PERSON, AND FIFTEEN MINUTES PER TOPIC.
5. CONSIDER ADOPTION OF A RESOLUTION INFORMING THE LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY OF THE ACTIONS TAKEN BY THE CITY OF PORT ALLEN IN REGARDS TO THE 2019 MWPP REPORT FOR ITS ANNUAL DUTY TO SELF-EVALUATE THE WASTEWATER TREATMENT PLANT UNDER PERMIT NUMBER LA0020541, PORT ALLEN WASTEWATER TREATMENT FACILITY. **(CITY ENGINEER, PEC)**
6. PRESENTATION OF THE PROPOSED BUDGETS FOR FY 2020-2021 FOR ALL FUNDS OF THE CITY OF PORT ALLEN IN ACCORDANCE WITH LAW. **(AUDREY A. McCAIN, CFO)**
7. CONSIDER INTRODUCTION OF AN ORDINANCE TO PROVIDE FOR THE ADOPTION OF THE BUDGETS FOR FISCAL YEAR 2020-2021 FOR ALL CITY OF PORT ALLEN FUNDS. **(MAYOR LEE)**
8. CONSIDER AUTHORIZING MAYOR LEE TO ADVERTISE AND INTERVIEW FOR THE POSITION OF HEAD PAYROLL CLERK/HUMAN RESOURCES DIRECTOR DUE TO THE RETIREMENT ON APRIL 30, 2020 OF ROBIN HEBERT WITH TWENTY-FIVE (25) YEARS OF SERVICE TO THE CITIZENS AND EMPLOYEES OF THE CITY OF PORT ALLEN. **(MAYOR LEE)**
9. CONSIDER REQUEST TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE MAYOR'S RECOMMENDATION OF LANCE C. JOSEPH TO FILL THE POSITION OF CHIEF ADMINISTRATIVE OFFICER, PURSUANT TO THE AUTHORITY CONTAINED IN LA. R.S. 42:17(A0(1) **(MAYOR LEE)**

10. CONSIDERATION AND ACTION RELATED TO MAYOR LEE'S RECOMMENDATION TO HIRE LANCE JOSEPH AS THE NEW CHIEF ADMINISTRATIVE OFFICER. **(MAYOR LEE)**
11. CONSIDER CHIEF BROWN RECOMMENDATION TO HIRE **(4)** FULL TIME OFFICERS:
  1. **JUSTIN McFARLAIN – STEP/GRADE 112/A**
  2. **CLINT WALKER – STEP/GRADE 112/A**
  3. **REVAY SMITH – STEP/GRADE 112/A**
  4. **CHASSITY JOURNET – STEP/GRADE 112/A**
12. CONSIDER AUTHORIZING CHIEF BROWN TO ADVERTISE, INTERVIEW AND RECOMMEND HIRING TWO **(2)** OFFICERS TO FILL VACANCIES IN THE DEPARTMENT. **(CHIEF BROWN)**
13. CONSIDER AUTHORIZING CHIEF BROWN TO CONTINUE PAYING THE SCHOOL CROSSING GUARDS THEIR PART-TIME SALARY DURING SCHOOL CLOSURE DUE TO COVID-19 EVENT. **(CHIEF BROWN)**
14. CONSIDER MAYOR LEE RECOMMENDATION TO HIRE MARVIN MORGAN AS A LABOR 1 POSITION IN ROADS & DRAINAGE AT STEP/GRADE 101/E
15. CONSIDER AUTHORIZING MAYOR LEE TO CONTINUE PAYING EMPLOYEE'S FULL SALARY IN COMPENSATION FOR WORKING REVISED WORK SCHEDULES DURING THE COVID-19 EVENT UNTIL DETERMINED BY MAYOR LEE. **(MAYOR LEE)**
16. PROCLAMATION TO RECOGNIZE MAY 7<sup>TH</sup>, 2020 AS THE NATIONAL DAY OF PRAYER. **(MAYOR LEE)**
17. PROCLAMATION TO RECOGNIZE THE LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, "COMMUNITY DEVELOPMENT WEEK" APRIL 13-18, 2020. **(MAYOR LEE)**
18. PROCLAMATION TO RECOGNIZE THE 52<sup>ND</sup> ANNIVERSARY OF THE NATIONAL FAIR HOUSING LAW, "FAIR HOUSING MONTH" APRIL, 2020. **(MAYOR LEE)**
19. CONSIDER RONALD GARLINGTON'S CLASSIFICATION CHANGE FROM TEMPORARY SUBSTITUTE APPOINTMENT TO SUPERVISOR OVER THE WASTEWATER TREATMENT PLANT AFTER SUCCESSFULLY COMPLETING HIS SUPERVISOR TRAINING. **(MAYOR LEE)**
20. CONSIDER EXTENDING THE DECLARATION OF EMERGENCY PREVIOUSLY ADOPTED ON MARCH 23, 2020, THAT EXPIRED ON APRIL 22, UNTIL MAY 15, 2020.
21. CONDEMNATION PROCEEDINGS. **(CITY ATTORNEY)**
22. ALCOHOLIC BEVERAGE PERMITS. **(MAYOR LEE)**
23. ANNOUNCEMENTS AND CORRESPONDENCE. **(MAYOR LEE)**
24. **ADJOURN.**