

**PROCEEDINGS OF THE MAYOR
AND BOARD OF ALDERMEN
TOWN OF GRAMERCY
OCTOBER 8, 2018**

PUBLIC HEARING

ORDINANCE NO. 711-18 AN ORDINANCE AMENDING THE TOWN OF GRAMERCY CODE OF ORDINANCES, CHAPTER 18 – UNSAFE BUILDINGS

Alderman Coleman questioned wording change. She will discuss at time of vote.

ORDINANCE NO. 712-18 AN ORDINANCE AMENDING THE TOWN OF GRAMERCY CODE OF ORDINANCES, CHAPTER 2, ARTICLE III PERSONNEL POLICY

No public comments were received on Ordinance No. 712-18.

Mayor Nosacka closed the public hearing and continued with regular order of business.

The Mayor and Board of Aldermen of the Town of Gramercy, Louisiana, met in regular, monthly session on Monday, October 8, 2018, at 7:00 p.m. at the Gramercy Town Hall.

Mayor Nosacka called the meeting to order, and asked that the Clerk call roll:

There were present: Mayor Steven Nosacka, Alderman Jody Bourgeois, Alderman Craig Calcagno, Alderman Betty Coleman, Alderman Rhonda Lee, Alderman Clyde Wiggins

There were absent: None

There were also present: Police Chief Brent Dicharry, Town Attorney Robert Faucheux, Jr., Town Clerk Amy St. Pierre

PUBLIC COMMENTS

Lt. Jody Ordeneaux, 347 N. Ezidore, Gramercy inquired if the changes to Ordinance 712-18 Accrual of sick leave would be retroactive. Mayor Nosacka stated it would begin with adoption date of ordinance.

PRESENTATION AND COMMENTS

Mr. Charles Hymel, 1010 N. Airline Avenue, addressed concerns about the amount of traffic on E. Tenth Street. He requested a traffic study be conducted to gauge the amount of traffic passing through Taylor's Express parking lot.

REPORTS

1. MAYOR'S REPORT

Mayor Nosacka stated that the Army Corps West Shore Levee Plan needs additional protection for Airline Highway businesses. He will also request a public meeting with Army Corps so they can discuss the design plans with residents. The town hall office is currently undergoing an accounting program conversion. The conversion should be completed by November 1st. Mayor Nosacka reported that sinkhole, fire hydrant and culvert repairs are ongoing. The Sidewalk Grant for S. Airline Avenue and the Brownfield Grant for River Road Fire Station are still in selection process. Gramercy Recreation Department will renew the ground care contract with the town. The ½ cents sales tax collection is on target with projected amounts.

REPORT ON-GOING PROJECTS

Mayor Nosacka reported that the fire hydrant and Entergy pole have been moved for preparation of the Railroad Avenue project. Operation service changes have been helping the level at Dudley sewer pump station. We are finalizing the Zapp's Potato Chips discharge permit; there will be operating procedure changes in place. Control system computer upgrades at the water plant are currently taking place. The storage tank cleaning and inspections are complete and we have finished with the rebuilding of the River raw water pumps. We are beginning with plans for widening Rose Street; phase I will be installing culverts. We will begin clearing Ferrara Canal, 2nd to 4th Streets, in the Fall. St. James Parish and Town will begin cutting David Canal in the near future. The N. Montz Fire Station roof repairs and replacement are completed. We will advertise bids for interior portion of project soon.

2. REPORTS OF DEPARTMENT HEADS AND DIRECTORS

A. CHIEF OF POLICE

Chief Brent Dicharry recommended following the Halloween hours set by St. James Parish. Halloween hours are set for Wednesday, October 31, 2018 6:00 pm – 8:00 pm.

B. REPORT FROM EMERGENCY PREPAREDNESS

Lt. Jody Ordeneaux reported that Hurricane Michael due to strike Florida, Town of Gramercy will not feel any affects from the storm.

3. REPORTS FROM BOARDS AND COMMISSIONS

A. PLANNING COMMISSION

Planning Commission Chairman Barry LeBlanc stated that the exception for Ms. Griffin to place a five year old mobile home on S. Cherry Street was discussed. Mayor Nosacka, Alderman Coleman, and Chairman LeBlanc went to Houma to inspect the mobile home in question and it was found to be in excellent condition. The Planning Commission recommends the Board of Aldermen approve the exception.

B. GRAMERCY RECREATION DISTRICT

Mr. Craig Calcagno passed out his monthly report. Some started a fire under the old concession stand. The Department of Health made an inspection of the concession stand. There are repeated problems with illegal parking during events at the Park.

ORDINANCE – FINAL ACTION

ORDINANCE 711-18

AN ORDINANCE AMENDING THE TOWN OF GRAMERCY
CODE OF ORDINANCES, CHAPTER 18 – UNSAFE BUILDINGS

WHEREAS, an Ordinance amending the Town of Gramercy Code of Ordinances, Chapter 18, Section 18-32. – Imposition of lien and privilege.

The following shall be amended and read as:

Sec. 18-32. - Imposition of lien and privilege.

(a) All expenses incurred by the town in the enforcement of this article shall be borne by the person owning the premises or building, including all fines, attorney’s fees, the cost of locating the owner, notification of the owner, securing the property and/or demolishing the property, and the enforcement and collection of the amount due to the town. The town shall notify the owner thereof of the costs incurred and request payment or reimbursement. Such notice shall be made as specified in this article. Upon failure of the owner to pay or reimburse the charges, the town shall file an affidavit signed by the town mayor and an invoice reflecting the amount of such costs and charges in the mortgage office of the town clerk of court. The affidavit shall include a description of the property sufficient to reasonably identify the immovable property; and the affidavit, when so filed and recorded, shall operate as a lien and a privilege in favor of the town against the property on which the building, dwelling, structure, equipment or premises were removed, repaired or demolished and shall be added to the annual ad valorem tax bill of the property involved, unless other payment arrangements are approved by the Mayor.

Said Ordinance having been introduced on Monday, September 10, 2018, notice of public hearing having been published on Thursday, September 20, 2018 and said public meeting held on Monday, October 8, 2018, the title having been read and the Ordinance considered, on motion by Wiggins, second by Lee, to adopt the Ordinance;

Alderman Coleman recommended that the proposed Ordinance be modified to provide more specific parameters of payment arrangements, and requested that the Mayor do so and bring the Ordinance back for consideration in the future. As a result, the Ordinance was not adopted.

YEAS: None
NAYS: Coleman, Wiggins, Lee, Bourgeois, Calcagno
ABSENT: None
ABSTAIN: None

ORDINANCE 712-18

AN ORDINANCE AMENDING THE TOWN OF GRAMERCY
CODE OF ORDINANCES, CHAPTER 2, ARTICLE III PERSONNEL POLICY

WHEREAS, an Ordinance amending the Town of Gramercy Code of Ordinances, Chapter 2, Article III Personnel Policy.

The following shall be amended and read as:

Section 2-81. Absences from work.

(a) Regular holidays. The personnel policy for regular holidays shall be as follows:

(4) Eligibility for paid holidays. Permanent full-time and part-time employees, except for police department and water treatment department personnel, required to work when employee's regular work schedules fall on a holiday shall be entitled to time off during the period with pay. If an employee fails to report to work the day before or the day after a holiday, the employee will not receive holiday pay unless the employee is sick and presents a doctor's slip. With the exception of police department and water treatment department personnel, if a holiday falls with an employee's vacation period, the employee shall have one day added to the employee's vacation time.

(b) Annual and sick leave. The annual and sick leave policy shall be as follows:

(2) Formula for earning.

b. Annual leave shall be determined as follows:

1. New employees are granted 40 hours of vacation leave during their first year of employment service, and are eligible to use those hours after having completed six months of employment service.

2. Each year thereafter, an employee shall have earned 80 hours of vacation leave through five years of employment service. Thereafter, each year thereafter, 120 hours of vacation leave shall be granted to an employee having completed five years of services. Thereafter, each year thereafter, 160 hours of vacation leave shall be granted to an employee having completed 20 years of service.

(5) Accrual of sick leave. An employee may accrue up to 1040 hours of unused sick leave.

Said Ordinance having been introduced on Monday, September 10, 2018, notice of public hearing having been published on Thursday, September 20, 2018, said public meeting held on Monday, October 8, 2018, the title having been read and the Ordinance considered, on motion by Alderman Bourgeois, second by Alderman Wiggins, to adopt the Ordinance, a record was taken and the following result was held.

YEAS:	Bourgeois, Wiggins, Lee, Coleman, Calcagno
NAYS:	None
ABSENT:	None
ABSTAIN:	None

And the ordinance was declared adopted on this 8th day of October, 2018.

ORDINANCE – FIRST READING

ORDINANCE NO. 713-18 AN ORDINANCE BY THE TOWN OF GRAMERCY, LOUISIANA TO ASSESS A COLLECTION FEE ON DEBTS REFERRED TO COLLECTION AGENCY

RESOLUTIONS

RESOLUTION NO. 25-18

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN GRANT AGREEMENT WITH DELTA REGIONAL AUTHORITY GRANT NO. LA-53841

WHEREAS, the Delta Regional Authority (hereinafter "DRA") was created by Congress by the Delta Regional Authority Act of 2000, as amended, as a federal/state partnership now comprised of 252 counties and parishes within the eight states of Alabama, Arkansas, Illinois, Kentucky, Louisiana, Mississippi, Missouri and Tennessee in order to remedy severe and chronic economic distress by stimulating economic development and fostering partnerships that will have a positive impact on the Delta Region's economy;

WHEREAS, the Town of Gramercy, acting by and through its Board of Aldermen proposes to apply for a grant with DRA for the Fiscal Year 2019 federal grant program cycle;

WHEREAS, DRA requires that a person be designated, appointed, and given the authority to perform certain duties and administration of said grant for and on behalf of the Grantee;

NOW THEREFORE, BE IT RESOLVED THAT, by the Board of Aldermen of the Town of Gramercy, as follows:

THAT, the Mayor, Steven Nosacka, be and is hereby designated and appointed to perform on behalf of the Town of Gramercy and has the authority to make those acts and assume any and all duties in dealing with the grant with DRA for the Fiscal Year 2019 federal funding cycle;

THAT, the Mayor is hereby authorized to execute and submit any and all documents including, but not limited to, applications, grant closing documents, request for funds, status reports, etc. to DRA for the Fiscal Year 2019 federal funding cycle;

THAT, the Grantee agrees to provide additional funds in a minimum amount of \$33,600 to said award; and

THAT, in the event of an administration change, the new Mayor shall continue to have such authority under this Resolution.

A being made by Alderman Bourgeois, seconded by Alderman Lee and a vote being taken on the above resolution, the vote was as follows:

YEAS :	Bourgeois, Calcagno, Coleman, Lee, Wiggins
NAYS:	None
ABSTAIN:	None
ABSENT:	None

And the resolution was declared adopted on this the 8th day of October, 2018.

RESOLUTION NO. 26-18

A RESOLUTION AUTHORIZING THE TOWN CLERK TO OPEN A BANK ACCOUNT ENTITLED
"DELTA REGIONAL AUTHORITY PROJECT FUND" AT FIRST AMERICAN BANK

BE IT RESOLVED by the Mayor and Board of Alderman of the Town of Gramercy, Louisiana, that First American Bank (herein called the "Depository") is hereby designated as a legal depository of money belonging to the Town of Gramercy, and that said money belonging to the Town of Gramercy, shall be deposited in said bank from time to time in the name of said Town, and that monies so deposited may be withdrawn upon a check, draft, note or order of the town.

BE IT FURTHER RESOLVED that checks drawn on the bank account of the Town of Gramercy shall require signatures.

BE IT FURTHER RESOLVED that the following are hereby authorized to sign said checks effective May 14, 2018:

Mayor Steven T. Nosacka
Alderman Betty C. Coleman
Town Clerk Amy St. Pierre

Whose signatures shall be duly certified to said Depository, and that no checks, drafts or orders drawn against said Depository shall be valid unless so signed.

BE IT FURTHER RESOLVED that said Depository is hereby authorized and directed to honor and pay any checks, notes or orders so drawn, whether such checks, drafts notes or orders be payable to the order of any such person signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or to the individual credit of any of the other officers or not. This resolution shall continue in force and said Depository may consider the facts the holders of said officers, respectively, and their signatures to be and continue as set forth in the certificate of the Town Clerk, accompanying a copy of this resolution when delivered to said Depository or in any similar subsequent certificate, until written notice to the contrary is duly served on said Depository.

A motion to adopt the above resolution was made by Alderman Wiggins, seconded by Alderman Coleman and resulted in the following vote:

YEAS:	Bourgeois, Calcagno, Coleman, Lee, Wiggins
NAYS:	None
ABSENT:	None
ABSTAIN:	None

And the resolution was declared adopted on this the 8th day of October, 2018.

RESOLUTION NO. 27-18

A RESOLUTION TO RE-SCHEDULE THE REGULAR TOWN MEETING FOR THE MONTH OF NOVEMBER DUE TO VETERAN'S
DAY HOLIDAY

WHEREAS, the Mayor and Board of Aldermen, Town of Gramercy, Louisiana meet on the second Monday of every month; and,

WHEREAS, in the month of November this meeting falls on Veteran's Day.

WHEREAS, in observance of this holiday, the Town of Gramercy, will hold its regular monthly meeting on Tuesday, November 13, 2018.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN, TOWN OF GRAMERCY, LOUISIANA THAT:

SECTION I. that the regular meeting of the Mayor and Board of Alderman, Town of Gramercy, Louisiana will be held on Tuesday, November 13, 2018.

A motion to adopt the above resolution was made by Alderman Lee, seconded by Alderman Bourgeois and resulted in the following vote:

YEAS: Bourgeois, Calcagno, Coleman, Lee, Wiggins
NAYS: None
ABSTAIN: None
ABSENT: None

And the resolution was adopted on this the 8TH day of October.

RESOLUTION NO. 28-18

A RESOLUTION GRANTING AN EXCEPTION TO TOWN OF GRAMERCY CODE OF ORDINANCES SECTION 46.4 (b) (1) FOR A CERTAIN MOBILE HOME TO BE LOCATED ON CHERRY STREET IN THE TOWN OF GRAMERCY

WHEREAS, the Town Code of Ordinances, Section 46.4 (b) (1) specifies that Mobile Homes must be no older than three years, but that older homes may, by exception, be approved by Town Council action subject to inspection by the Town and recommendation by the Planning Commission, if that Mobile Home has been refurbished by a qualified company; and

WHEREAS, Ms. Tiffany R. Griffin has purchased a five-year-old Mobile Home ("Home"), that has been refurbished by the manufacturer of the Home; and

WHEREAS, Ms. Tiffany R. Griffin intends to locate that Home on Cherry Street; and

WHEREAS, the Town has inspected that Home, has determined it to be satisfactorily refurbished, and the Planning Commission at its October 1, 2018 meeting has approved its recommendation of that Home to the Board of Aldermen; and

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND THE BOARD OF ALDERMEN, TOWN OF GRAMERCY, LOUISIANA THAT:

SECTION 1. The Town hereby approves the 2013 Clayton Mobile Home (stock number 5191), owned by Ms. Tiffany R. Griffin, for location within the Town limits, and specifically on Cherry Street.

A motion to adopt the above resolution was made by Alderman Coleman, seconded by Alderman Wiggins and resulted in the following vote:

YEAS: Bourgeois, Calcagno, Coleman, Lee, Wiggins
NAYS: None
ABSENT: None
ABSTAIN: None

And the resolution was declared adopted on this the 8th day of October, 2018.

RESOLUTION NO. 29-18

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF AGREEMENT WITH LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT FOR MOWING AND LITTER SERVICES ALONG CERTAIN STATE ROADWAYS WITHIN THE TOWN OF GRAMERCY

WHEREAS, in order to provide for more timely and better quality mowing and litter cleanup services along State roadways within the Town of Gramercy, the Town desires to utilize Town personnel to perform these services;

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND THE BOARD OF ALDERMEN, TOWN OF GRAMERCY, LOUISIANA THAT:

SECTION 1. Steven T. Nosacka, Mayor, is hereby authorized to execute the Memorandum of Agreement with Louisiana Department of Transportation and Development for mowing and litter services along the roadways and rights-of-way on certain State roadways within the Town of Gramercy.

A motion to adopt the above resolution was made by Alderman Calcagno, seconded by Alderman Lee and resulted in the following vote:

YEAS: Bourgeois, Calcagno, Coleman, Lee, Wiggins
NAYS: None
ABSENT: None
ABSTAIN: None

And the resolution was declared adopted on this the 8th day of October, 2018.

RESOLUTION NO. 30-18

A RESOLUTION APPROVING A CONTRACT FOR ENGINEERING SERVICES FOR WASTEWATER PROJECT

WHEREAS, the Town of Gramercy, Louisiana, is commencing a wastewater pump station replacement project; and,

WHEREAS, engineering services are required in support of this project;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN, TOWN OF GRAMERCY, LOUISIANA, THAT:

SECTION 1. The engineering firm of Professional Engineering Consultants Corporation, Inc. ("PEC"), 7600 Innovation Park Drive, Baton Rouge, LA 70820 is hereby approved and appointed to provide engineering services in support of this wastewater pump station replacement project.

SECTION 2. The Mayor is hereby empowered and authorized to sign all documents in connection with the contract with PEC.

The above resolution was offered by Alderman Bourgeois, second by Alderman Wiggins,

A vote being taken on the above resolution, the vote was as follows:

YEAS:	Bourgeois, Calcagno, Coleman, Lee, Wiggins
NAYS:	None
ABSENT:	None
ABSTAIN:	None

And the resolution was declared adopted on this the 8th day of October, 2018.

APPROVAL OF MINUTES

It was moved by Alderman Coleman, second by Alderman Calcagno, and approved to dispense with the reading of the minutes of the previous meetings, and to adopt the minutes as published.

PAYMENT OF BILLS/FINANCIAL STATEMENTS

It was moved by Alderman Lee, second by Alderman Coleman, and approved to pay all bills and accept financial statements presented before the Council.

ALDERMEN'S REPORT

Alderman Coleman invited everyone to Night Out Against Crime on Tuesday, October 16, 2018, Golden Grove Baptist Church beginning at 6:00 pm

Alderman Wiggins stated that Representative Clay Schexnayder will check into light by Veterans Bridge. Several street lights are out around town. He inquired about a time frame to clean Ferrero Canal.

Alderman Lee wished everyone good luck in the upcoming election. The Veterans Day Program will be Sunday, November 11, 2018 at Lucher Park.

Alderman Bourgeois stated he received a complaint from Danny Dunn about Waste Management not picking up garbage on a regular basis.

Alderman Calcagno passed out his monthly report. On September 27th sewer was overflowing on Tania St., Belinda St., and 4th St., after issues with sewer lift station. He received complaints of odors coming from LSR pond. The Parish cut the right of ways for the Hot Water Canal and Beaver Canal, but not further to the swamp. The town has ordered two water level gauges; Representative Clay Schexnayder will check with LSU for assistance in setting the gauges.

ATTORNEY'S REPORT

Mr. Faucheux reported that the Town filed an opposition to the temporary injunction filed by Mr. Thomas Ragas to delay the demolition of his building. The courts denied Mr. Ragas's injunction filing. Mr. Levenstein, Mr. Ragas's attorney, has asked to get a building permit; Mr. Faucheux issued a letter stating a building permit application needs to be filled out along with plans and specifications by an Architect and structural engineer. The application and plans are presented to the planning commission for review and then a hearing will be scheduled to go before the board. Mr. Faucheux also stated there are several faded Stop signs in town; these need to be replaced to avoid any liabilities against the town.

There being no further business it was moved by Alderman Lee, second by Alderman Wiggins, and approved to adjourn 8:15 pm.

/s/ Steven T. Nosacka, Mayor
/s/ Amy O. St. Pierre, Clerk