

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YOUNGSVILLE, LOUISIANA HELD ON THURSDAY, APRIL 14, 2016 AT 6:00 PM AT YOUNGSVILLE CITY HALL

PRESENT: Mayor Ken Ritter & Councilmembers: Jamison Abshire (Division A), Lauren Michel (Division B), Matt Romero (Division C), Kenneth Stansbury (Division D), Dianne McClelland (Division E)

ABSENT: None

STAFF: Sally M. Angers (City Clerk), Simone Champagne (CAO), Ashley Sexton (City Treasurer), Pamela Gonzales Granger (City Engineer), Tim Robichaux (Sports Complex Director), Rickey Boudreaux (Police Chief), Charles Langlinais (Public Works Director)

GUESTS: Gary P. Williams, Phil Gallet, Keith Lybrand, Thell Gillis, Scott Chesley, Jerry Wiley, Lt. Lindy Bolgiano (YFD). Eng. Kevin Arceneaux (YFD), Paramedic Ian Mixon (YFD), Bob Travasos, Capt. Austin Shotwell, Jay Cormier, Gertrude Boudreaux, Tara Gasper, Linda Fox

Mayor Ritter called upon Pastor Chris Fuselier, First Baptist Church of Youngsville, to do the invocation and Anna Hicks to lead the Pledge of Allegiance.

RECOGNITIONS

AGENDA ITEM 1) Mayor Ritter recognized students of the year: Ernest Gallet Elementary – Jackson Woods (5th) and Youngsville Middle School – Riley Foster (5th) & Alyssa Gordon (8th)

MINUTES AND FINANCE REPORT

AGENDA ITEM 2. Acceptance of Council Meeting Minutes of March 10, 2016. A motion was offered by Ms. McClelland, seconded by Mr. Stansbury, to accept the minutes of the meeting of March 10, 2016, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

AGENDA ITEM 3. Approval of finance report for March, 2016. A motion was offered by Ms. McClelland, seconded by Ms. Michel, to approve the finance report for March, 2016, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

Mayor Ritter announced that sales tax were down 9.4% compared to the prior year but that this also includes the amount of taxes that are being paid back to the Lafayette Parish School Board due to an overpayment made to the City. He also stated that there were 35 permits issued for the month of March.

PRELIMINARY PLAT APPROVAL

AGENDA ITEM 4. Preliminary Plat Approval of Youngsville Land Company, LLC, Lots 1-A, 1-B, 1-C & 1-D located in Sections 5, T-11-S, R-5-E, LA Hwy 89), Owner/Developer: Guy Broussard. A public hearing was held at 5:00 pm prior to this Council meeting. A motion was offered by Ms. Michel, seconded by Mr. Stansbury, to approve the preliminary plat for Youngsville Land Company, LLC, Lots 1A, 1B, 1C & 1D as recommended by City Engineer Pamela Gonzales Granger in a letter dated April 5, 2016 subject

to the following conditions: 1) waive Item F under Specific Plat Revisions on the City Engineer report; 2) waive Item 3 under Plat Revisions of the ADRC Report dated March 16, 2016; 3) Approval conditioned upon the property being donated to St. Anne's Catholic Church for a school, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

RESOLUTIONS

AGENDA ITEM 5. Resolution No. 2016-04 adopting the Lafayette Parishwide Mitigation Plan. A motion was offered by Ms. McClelland, seconded by Mr. Romero, to adopt Resolution No. 2016-04 adopting the Lafayette Parishwide Mitigation Plan, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

AGENDA ITEM 6. Resolution No. 2016-05 authorizing the Mayor of the City of Youngsville to negotiate an Agreement to lease City property located at 307 Iberia Street and to execute any and all Documents pertaining to said lease. A motion was offered by Mr. Romero, seconded by Mr. Abshire, to adopt Resolution No. 2016-05 05 authorizing the Mayor of the City of Youngsville to negotiate an Agreement to lease City property located at 307 Iberia Street and to execute any and all documents pertaining to said lease, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

Prior to the vote on the motion, Mr. Stansbury asked that the City try to get fair market value for the property if possible and Mr. Romero requested that the lease be no longer than six (6) months.

Mayor Ritter stated that the building is run down, with no hot water, old 2 prong electrical plugs and when the city purchased the property, the intention was to demolish the building in order to build a new city hall. Since the new city hall has been put on the back burner for now due to decreased tax dollars, he said he felt that we should at least get some dollars by leasing the building while we can.

OTHER BUSINESS

AGENDA ITEM 7. Jennifer Trahan – Address the Council to request sewer to Years to Grow on Fortune Road. Mayor Ritter thanked Ms. Trahan for having a business in Youngsville for many years and appreciates her long term investment in the community.

Mr. Jason Wilson, speaking on behalf of Ms. Trahan, requested that the City extend sewer treatment service to Years to Grow on Fortune Road. He said that the Trahan's have operated the business for over 31 years and they would like to expand the business but cannot do this without the sewer. Mr. Wilson said they have the real estate to expand to 500 students but can't afford the new facilities that would be needed and the expansion/overhaul of the existing sewerage treatment.

Ms. Trahan said that she has reached her capacity of serving 232 students with a waiting list of over 200 students and asked the Council to help with her expansion by providing the sewer.

An estimated opinion of probable cost of \$180,196.80 for the sewer line and pump station was presented

by City Engineer Pamela Gonzales Granger. She said that this cannot be done on any private property.

Upon questioning by Councilman Stansbury, Ms. Granger stated that the Trahan's business "Years to Grow" would be the only one to benefit from the installation of the sewer line and pump station.

Mayor Ritter stated that historically the City providing and/or sharing in the cost of sewer for businesses or areas where there would be future growth or a major tax benefit to the city which would provide a return on the investment. He stated that he does not see this instance meeting that criteria.

City Attorney George Knox added that the City has made developers share in the cost of extending sewer.

Mayor Ritter asked Ms. Trahan if she could replace her mechanical sewer plan to handle the growth. Mr. Kenneth Trahan stated that they could but the cost would be about \$200,000.

Councilman Romero stated that he understands the Trahan's needs but he worries about setting a precedent where every other independent business wanting the City to provide sewer to one single location. He also added that money is tight and the City has had to tighten its belt. Mr. Romero said the opinion of cost is large and asked if the Trahan's would share in the cost and how much.

Ms. Trahan replied that they have discussed it but did not give a figure.

Councilman Stansbury asked Mayor Ritter if the Trahan's could request to meet with the City Engineer to come up with some type of plan with real numbers and see if there is an opportunity that others could benefit from the extended sewer. Mayor Ritter replied that he had no problem with this.

Councilwoman McClelland said she cannot support the funding for the sewer line and pump station if it cannot serve others.

AGENDA ITEM 8. Super One Food Store – Request variance to sign ordinance. A motion was offered by Ms. Michel, seconded by Ms. McClelland, to approve the Super One Food Store request for the following sign variances: Ambassador Caffery Monument Sign of 9' and the addition of a Canopy sign for the fuel station fronting Ambassador Caffery, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

Prior to the motion, Mayor Ritter stated that the City has had several meetings with Super One on the signs and they have complied with the adjustments needed on most of the signs. He stated that the variances that they are requesting are within reason considering the business is on Ambassador Caffery adjacent to properties in different jurisdictions. Mayor Ritter stated that the signage on Bonin complies with the City ordinance, therefore he recommends approval. Mayor Ritter and Mr. Keith Lybrand, with Super One, answered questions from the Council.

AGENDA ITEM 9. Award bid for Savoy Road Water Project. A motion was offered by Ms. McClelland, seconded by Ms. Michel, to award the bid for the Savoy Road Water Project to the apparent low bidder CG Logan in the amount of \$336,513.50 as recommended by Engineer Susan Richard, DS&A, and the vote was as follows:

YEAS: Michel, Romero, Stansbury, McClelland

NAYS: Abshire (absent at the time of voting)

ABSENT: None

Motion was approved.

Prior to the motion to award the bid, Mayor Ritter stated that the City received eight (8) bids on this project. He said the opinion of probable cost from the engineer was \$420,190 and the low bid came in under that at \$336,513.50. He added that a grant in the amount of \$19,300 will fund part of this project

AGENDA ITEM 10. Pamela Gonzales Granger – Presentation on the Geographic Information System (GIS). Ms. Granger gave a presentation on the GIS system that they are working on for the City. She said that the system is a work in progress and so far they have put in information on the water system, sewer system, drainage and roads. Ms. Granger explained the value of having the GIS system and all of the City data in the system.

Upon questioning by Mayor Ritter, Ms. Granger assured the Mayor and Council that the City owns all of the data. She said that the only thing needed for her to turn it over is the software and hardware. Ms. Granger said that there are some applications that can be installed that would allow the public to view the information that is not of a secure nature.

AGENDA ITEM 11. Youngsville Fire Department – Presentation on future needs. Byron Knott, Deputy Fire Chief, gave a PowerPoint presentation on what he believes are the needs of the Fire Department. He said that the Fire Departments needs include:

- New Fire Truck with equipment - \$425,000
- New Fire Station No. 2 - \$1,000,000 to \$1,400,000
- Additional Full Time Staffing - \$233,000 annually (Additional person 24/7 & Full Time Fire Chief)

Mr. Knott said that the Fire Department is currently doing the maintenance of all of the 578 fire hydrants which takes several months to complete as well as the cost of supplies. He said that to contract it out would cost approximately \$24,080 annually for the maintenance of 560 hydrants. He also said that it takes about 3 months at 8 hours per day to do all of the paperwork necessary for the PIAL Rating which is the reason for the request for the position of the full time Fire Chief. Mr. Knott stated that the fire rating is based on 100 points with 50 points for Fire Department, 40 points for Water Department and 10 points for Divergence factor. He said that the current fire rating for Youngsville is a 4. Mr. Knott asked the Council to fund the majority of the needs and said that they would be willing to contribute \$425,000.

Mr. Knott discussed the location of the new fire station on the property on Bonin Road and the design that the architect has come up with. He said that they are looking at modifications to get the cost under \$1 million and also said that the Bonin lot size is small but a 2 acre site would be sufficient. He said they could get a government rate loan from a bank should the State Capital Outlay funding request not come through since there is no real bonding capacity from the City at this time.

Mayor Ritter suggested that the City may want to consider partnering with the School Board for the location of a new fire station on Chemin Metairie in lieu of the property on Bonin Road. He said that he feels this location would better serve the City because of the future growth in that area. Mayor Ritter said that the City's general fund balance is \$2,000,000 of which approximately \$800,000 is for the parking lot and striping at the Sports Complex. He said that he understands the Fire Department needs and he and the Council want to help out but the challenge is that tax dollars have gone down so their needs to be a strategy on what can realistically be done. The Mayor said that the Fire Department currently has a fund balance of \$1,143,658.59 which is as much as the City's General Fund balance. He said their needs to be a partnership but the Fire Department's dedicated funds being utilized first.

Councilman Romero stated that the commitment from the Fire Department only represents 37% of the fund balance and feels there should be a greater commitment. Mr. Knott responded by stating that a large portion of this came from the sale of the old fire station and some of this fund is for operation and maintenance.

Upon questioning about the Fire Department budget which the City has never received a copy of in recent years, Mr. Knott stated that he would provide a copy to the Mayor and Council.

Mr. Knott added that there are currently two (2) fire trucks that are financed and have balances but did not know the balance owed on either truck because he said he thought that this information goes directly to the City from the bank. Ms. Champagne replied that the Youngsville Fire Department is a non-profit entity of its own and that the loans for the fire trucks are in the Fire Departments name, not the City of Youngsville and that the City does not get the statements.

After much discussion, Mayor Ritter suggested that the City fund the contract for the maintenance of the fire hydrants and pay off one of the balances on one of the financed fire trucks once the amounts are known. He said that this would free up funding so the Department could look at getting a loan for a new truck to be paid through the same fund as the current note is being paid. Mayor Ritter requested that Mr. Knott provide the fund balances for both fire trucks and a copy of the budget for the next agenda packet. He also informed the Council that the current millage for the fire department expires in 2020 so that also needs to be considered and everyone needs to help get the renewal passed in 2019.

A motion was offered by Mr. Stansbury, seconded by Mr. Abshire, to authorize the funding for the outsourcing of the maintenance of the fire hydrants, at an estimated cost of \$25,000 annually, and the vote was as follows:

YEAS: Abshire, Michel, Romero, Stansbury, McClelland

NAYS: None

ABSENT: None

Motion was approved.

AGENDA ITEM 12. Staff Reports

- Chemin Metairie Parkway/Savoy and Chemin Metairie Parkway/Détente Intersection Improvements - City Engineer Pamela Gonzales Granger stated that she has received three (3) options for intersection improvements at Chemin Metairie and Savoy and one (1) option for Chemin Metairie and Détente from Tony Tramel Consulting, LLC. Ms. Granger stated that she recommends Option 1 for the Chemin Metairie and Savoy Road intersection and also recommends the only Option recommended for the Chemin Metairie and Détente intersection.

City Attorney George Knox stated that the Mayor does not need approval to move ahead with these projects but the Council may do so if they want to.

A motion was offered by Ms. McClelland, seconded by Mr. Abshire, to approve Exhibit 1 for the Chemin Metairie/Savoy Road intersection improvements as prepared by Tony Tramel Consultants, LLC dated February 29, 2016 at an approximate cost of \$20,000, and the vote was as follows:

YEAS: Abshire, Michel, Romero, McClelland

NAYS: None

ABSENT: Stansbury (absent at the time of the vote)

Motion was approved.

Prior to the motion, Ms. Granger stated that the improvements would include right turns only onto Chemin Metairie coming off of Savoy Road, add striping and a concrete barrier on Chemin Metairie at an approximate cost of \$15,000 - \$20,000.

Ms. Granger stated that the recommendation for Chemin Metairie/Détente intersection improvements would include moving up the stop signs on Détente closer to Chemin Metairie and add striping to include left turn lanes on both sides of Détente as well as on both sides of Chemin Metairie.

Ms. McClelland and Mr. Romero both felt that this would make the intersection more dangerous and wanted to see other options.

Mayor Ritter stated that the cost to do these improvements would be approximately \$25,000 and if this solution didn't work a traffic signal could be considered and the funding would not have gone to waste since the same striping would be utilized. He said the other alternative would be right turn only coming off of Détente but the distance to travel for the turnaround would be a good distance away.

Ms. Michel agreed with the Mayor and stated that this is a working solution provided by an engineer who specializes in traffic solutions so she fully supports this recommendation.

Chief Rickey Boudreaux stated that he supported the improvements as designed by Mr. Tramel and said that he is the professional traffic engineer and has studied the traffic patterns at all different times.

City Attorney George Knox also recommended that the Council support the option as designed by Tony Tramel since he is the expert and if it didn't work, it could be undone.

After further discussion, a motion was offered by Mr. Abshire, seconded by Ms. Michel, to approve Exhibit 1 for the Chemin Metairie/Détente Road intersection improvements as prepared by Tony Tramel Consultants, LLC dated February 29, 2016, at an approximate cost of \$25,000, and the vote was as follows:

YEAS: Abshire, Michel

NAYS: Romero, Stansbury, McClelland

ABSENT: None

Motion failed.

- Water Storage Tank - Councilman Romero asked if something could be done about the chain link fence that is surrounding the new water storage tank. He said he feels that this does not reflect Youngsville and it looks like a prison fence from his and his neighbor's back yards in Cedar Hill Subdivision.

Ms. Granger stated that the fence with the barbed wire on top are mandated for security purposes and is very typical of fencing around water storage tanks.

Mayor Ritter responded that he will wait until the project is completely finished to look at options.

- Savoy Road Project/Fortune Road Project - Mayor Ritter informed the Council that the Savoy/Decon Road Water Project will be done before the Savoy Road reconstruction project because the Water Grant has to be spent within a certain amount of time and the deadline is near. He also stated that the contractor is ready to mobilize on the Fortune Road Project.

- Sports Complex – Tim Robichaux handed out the update on activities and reminded everyone that the opening day of the Youngsville Recreational Sports Program (YRSP) will be on Saturday, April 23rd with Opening Ceremonies beginning at 8:00 and the games will begin at 9:00. He invited all to attend.

COUNCIL ANNOUNCEMENTS

Councilman Romero announced that the first "Movie in the Park" will take place at the Sports Complex Soccer Field on Saturday, May 7th. Doors will open at 6:30 with the movie to follow at dark. The first movie will be "The Rookie".

Councilman Abshire reminded everyone that "Keeping Youngsville Beautiful" day is this Saturday, April 16th. Everyone is to meet at City Hall between 8 & 9 and there are 6 projects lined up.

Police Chief Rickey Boudreaux announced that McDonalds will be hosting coffee with the Chief on May 11th and will be held the 2nd Wednesday every month.

Mayor Ritter announced that training has started on the new financial software and commended City Treasurer Ashley Sexton and all the staff. He also informed the Council that getting the easements and servitudes for the ongoing projects has been and continues to be a challenge and thanked Gary Williams for his assistance in this.

ADJOURNMENT

There being no further business to come before the Council, a motion to adjourn was offered by Mr. Romero, seconded by Ms. McClelland, and unanimously adopted.

/s/ Ken Ritter
Ken Ritter, Mayor

/s/ Sally M. Angers
Sally M. Angers, City Clerk