

**Minutes of June 27, 2023 – Committee Meeting  
Mayor and Board of Selectmen  
City of Plaquemine, Louisiana**

A Committee Meeting of the Mayor and Board of Selectmen for the City of Plaquemine, Louisiana was held on Tuesday, June 27, 2023, beginning at 6:30 p.m., at the Plaquemine Community Center, 23245 Short Street, City of Plaquemine, Parish of Iberville, State of Louisiana, 70764, with the following members present:

Present: Selectmen Lindon A. Rivet, Jr., Michael K. Carlin, Sr., Thomas D. LeBlanc, Shannon P. Courtade and Selectwomen Wanda B. Jones and Natasha S. Johnson

Absent: Mayor Edwin M. Reeves, Jr.

The Pledge of Allegiance followed the Clerk's evidence of proper notice for the calling of the meeting.

In the absence of Mayor Edwin M. Reeves, Jr., Mayor Pro-Temp Lindon A. Rivet, Jr. presided over the meeting.

Item 01. PUBLIC COMMENTS (MUST REGISTER WITH THE CLERK).

There were no public comments at this time.

Item 02. TO DISCUSS AMENDMENTS TO THE 2022-2023 CITY OF PLAQUEMINE FISCAL BUDGET.

Finance Director Lauren Berthelot addressed amendments to the City of Plaquemine 2022/2023 fiscal budget.

Item 03. TO DISCUSS CITY PD BUDGET TO ALLOCATE THE PURCHASE OF RADAR SPEED WARNING SIGNS.

Per Finance Director Lauren Berthelot, funds are allocated in budget for the purchase of radar speed warning signs. Item was so acknowledged and agreed upon by the Board of Selectmen to purchase the radar speed warning signs.

Item 04. TO DISCUSS VANDALISM AND THE CLOSURE OF THE FORTVILLE COMMUNITY PARK AND RELATED MATTERS.

Selectwoman Wanda B. Jones spoke on several things that upset her about park being closed. Item tabled until regular meeting of July 11, 2023 to discuss replacing backboard to solid backboard at Fortville Park.

Item 05. DISCUSSION – NUMBER OF WORKERS TO BE HIRED FOR CITY PARKS AND RELATED MATTERS.

Human Resource Director Georneisha Rivers advised that three workers (one full-time and two part-time) will be hired for city parks.

Item 06. TO DISCUSS CITY FACILITY BOOKINGS.

Selectwoman Natasha S. Johnson stated she would like access to the city facility booking calander and asked item to be tabled until regular meeting of Tuesday, July 11, 2023.

Item 07. TO DISCUSS AMENDING SECTION (3.7 & 7.4) OF THE PERSONNEL MANUAL.

Selectwoman Natasha S. Johnson stated she would like Section 3.7 pertaining to an employee who has been suspended, demoted or dismissed may appeal such action to the Mayor along with the Board, *instead of the Mayor and Human Resource Department*. The Mayor along with the Board, *instead of the Mayor and Human Resource Department*, shall review the appeal by the employee and determine whether the appeal is meritorious. The Board and Mayor, *instead of the Human Resource Department and Mayor*, reserves the right to deny a hearing if they determine the appeal is not meritorious.

Selectwoman Natasha S. Johnson stated she would like Section 7.4 to read: "Formal disciplinary action taken under this section or other types of formal adverse action may be appealed in writing directly to the Board within twenty-four (24) hours of such action, with a copy to the Supervisor."

City Attorney Joseph B. Dupont, Jr. requested any proposed changes to be forwarded to him for review.

Item 08. TO DISCUSS RECOGNIZING ALL DEPARTMENT HEADS IN COMMUNICATIONS/ NOTIFICATIONS.

Selectwoman Wanda B. Jones would like to have all department heads notified when emails are sent to the Board of Selectmen.

Item 09. TO DISCUSS ORDINANCE FOR PARKS AND RECREATION.

a) CHAPTER 14, ARTICLE II, SECTION 14-16.

The Board of Selectmen spoke on re-vamping chapter. City Attorney Joseph B. Dupont, Jr. requested the Board to e-mail items that they would like to see in ordinance.

Item 10. TO DISCUSS AMENDING ORDINANCE FOR PARKS AND RECREATION TO SPECIFICALLY INCLUDE A FINE FOR PARENTS OF JUVENILE OFFENDERS AS WELL AS COMMUNITY SERVICE HOURS FOR JUVENILE OFFENDERS IN LIEU OF INCARCERATION.

a) CHAPTER 14, ARTICLE IV – SECTION 14-59B

Item tabled, item is in conjunction with item nine.

Item 11. TO DISCUSS EXECUTING A SECOND MAILER THAT INDICATES WAYS TO RECEIVE UTILITY ASSISTANCE.

Item tabled until regular meeting of Tuesday, July 11, 2023.

Item 12. TO DISCUSS SIGNAGE FOR CHILDREN AT PLAY ON MARTIN LUTHER KING, NATHAN GEORGETOWN AND A SCHOOL SIGN ON ANNEX STREET.

Selectwoman Natasha S. Johnson advised that she like to have a caution light attached to the Children at Play signs located on Martin Luther King and Nathan Georgetown. Ms. Johnson also advised that a day care is located on Annex Street labeled as a learning center and would like to see a school sign placed there.

Item 13. TO DISCUSS FLOWERBEDS ON W.W. HARLEAUX/CAPTAIN T.T. HARRIS MEDIAN.

Item tabled until regular meeting of Tuesday, July 11, 2023.

Item 14. TO DISCUSS ALLOCATING FUNDS IN THE BUDGET FOR CHRISTMAS DÉCOR ON THE MEDIAN BETWEEN CAPTAIN T. T. HARRIS AND W. W. HARLEAUX.

Finance Director Lauren Berthelot stated that there is \$50,000.00 in the budget for all areas.

Item 15. LIST OF CUSTOMERS WHO UTILIZE THE OPTION TO EMAIL UTILITY METER READINGS.

Customer Service Director Audriane Williams reported 38 customers were emailing, calling or dropping off utility meter readings. Ms. Williams was requested to send letters out to those customers to provide excess to the meters by City Light and Water Plant.

Item 16. TO DISCUSS PARISH DRAINAGE PROJECT RELATED TO CITY GAS LINES.

City Attorney Joseph B. Dupont, Jr. addressed the upgrade of drainage by the Parish and advised they are still gathering information.

Item 17. TO DISCUSS PERSONNEL CONCERNS; POSSIBLE EXECUTIVE SESSION:

Selectwoman Natasha S. Johnson moved, seconded by Selectman Michael K. Carlin, Sr. that the City of Plaquemine go into executive session at 7:48 p.m. to discuss authorization of raises/increments (step increases), authorization and documentation of sick/vacation time, department head pay schedule and mandatory performance evaluation.

The foregoing was adopted by the following vote:

Yeas: Lindon A. Rivet, Jr., Michael K. Carlin, Sr., Wanda B. Jones, Thomas D. LeBlanc, Shannon P. Courtade and Natasha S. Johnson

Nays: None

Absent: None

Selectwoman Wanda B. Jones moved, seconded by Selectman Michael K. Carlin, Sr. that the City of Plaquemine come out of executive session at 7:54 p.m.

The foregoing was adopted by the following vote:

Yeas: Lindon A. Rivet, Jr., Michael K. Carlin, Sr., Wanda B. Jones, Thomas D. LeBlanc, Shannon P. Courtade and Natasha S. Johnson

Nays: None

Absent: None

Mayor Pro-Temp Lindon A. Rivet, Jr. advised after reviewing what Mrs. Johnson wanted to address, it was determined that executive session was not needed and therefore we have come out of executive session to discuss those items.

a) AUTHORIZATION OF RAISES/INCREMENTS (STEP INCREASES)

Finance Director Lauren Berthelot answered questions from Selectwoman Natasha S. Johnson concerning authorization of raises and increments (step increases).

b) AUTHORIZATION AND DOCUMENTATION OF SICK/VACATION TIME

Finance Director Lauren Berthelot answered questions from Selectwoman Natasha S. Johnson concerning authorization and documentation of sick/vacation time.

c) DEPARTMENT HEAD PAY SCHEDULE

Item tabled at this time.

d) MANDATORY PERFORMANCE EVALUATION

Item tabled until regular meeting of Tuesday, July 11, 2023.

Item 18. ADJOURNMENT.

Selectman Michael K. Carlin, Sr. moved, seconded by Selectman Shannon P. Courtade that the City of Plaquemine adjourn at 8:11 p.m.

The foregoing was adopted by the following vote:

Yeas: Lindon A. Rivet, Jr., Michael K. Carlin, Sr., Wanda B. Jones, Thomas D. LeBlanc, Shannon P. Courtade and Natasha S. Johnson

Nays: None

Absent: None

CITY OF PLAQUEMINE

/s/Lindon A. Rivet, Jr., Mayor Pro-Temp

/s/Roxane M. Richard, LCMC