

October 29, 2019

The City Council of the City of Sulphur, Louisiana, met in special session at its regular meeting place in the Council Chambers, Sulphur, Louisiana, on October 29, 2019 at 5:30 p.m., after full compliance with the convening of said meeting with the following members present:

DRU ELLENDER, Council Representative of District 1  
MIKE KOONCE, Council Representative of District 2  
MELINDA HARDY, Council Representative of District 3  
JOY ABSHIRE, Council Representative of District 4  
MANDY THOMAS, Council Representative of District 5

After the meeting was called to order and the roll called with the above result, prayer was said by Mrs. Ellender, followed with the reciting of the Pledge of Allegiance led by Mrs. Thomas.

The first item on the agenda is a public hearing on ordinance authorizing the acceptance of the Administrative Reorganization Plan as presented by the Mayor. Mayor Danahay stated that Administration has been observing the Department of Inspection, Permits, Licensing and Ordinance Enforcement for a while and decided to consolidate this department with utility billing. Motion was made by Mrs. Ellender seconded by Mrs. Abshire that the following ordinance be amended since the Organizational Chart changed since introduction (placed City Attorney under City Council rather than just being under the direction of the Mayor).

AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF THE  
ADMINISTRATIVE REORGANIZATION PLAN AS PRESENTED BY THE  
MAYOR

Motion carried unanimously.

Motion was made by Mrs. Abshire seconded by Mrs. Ellender that the following ordinance be adopted to-wit:

ORDINANCE NO. 1651, M-C SERIES AS AMENDED

AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF THE  
ADMINISTRATIVE REORGANIZATION PLAN AS PRESENTED BY THE  
MAYOR

BE IT ORDAINED by the City Council of the City of Sulphur, Louisiana, in regular session convened that:

WHEREAS, Section 4-11 of the Home Rule Charter of the City of Sulphur, Louisiana provides for “Administrative Reorganization” as proposed by the Mayor and approved by the City Council; and

WHEREAS, the Mayor has proposed that it is in the public interest to authorize the designation of the Department of Municipal Services in place of the Department of Permits and Licensing; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sulphur, Louisiana, as governing authority thereof, that the Home Rule Charter of the City of Sulphur, Louisiana, shall reflect the following changes which amend and restate in its entirety Section 4-11 of the Home Rule Charter of the City of Sulphur, Louisiana (deleting the pre-existing text and inserting the following):

**Section 4-10 Department of Municipal Services**

A. The head of the of Municipal Services Department is the Director of Municipal Services.

B. The Director of Municipal Services shall direct and be responsible for the following duties:

(1) Direction, coordination, and supervision of city utility billing operations, the processing and billing of occupational license taxes, permit issuance, property standards, ordinance enforcement, and inspections.

(2) Supervision of the Chief Building Official, who shall be responsible for the enforcement of any zoning ordinances and building, housing and other technical codes.

(3) Supervision of the Office of Ordinance Enforcement and the Ordinance Enforcement Officer.

BE IT FURTHER ORDAINED by the City Council of the City of Sulphur, Louisiana, as governing authority thereof, that Section 12-31 of the Code of Ordinances of the City of Sulphur shall be amended and restated as follows (to revise the third paragraph of that Section):

Sec. 12-31. - Definitions.

For the purpose of this article, the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense shall include the future words; words used in the plural number include the singular number; and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

City is the City of Sulphur, Louisiana, a municipal corporation organized under the laws of the state, acting pursuant to and under the police power vested in the city.

Chief building official/ordinance enforcement director is the designee of the Director of Municipal Services.

\* \* \*

(remainder of Section continues as previously written)

BE IT FURTHER ORDAINED by the City Council of the City of Sulphur, Louisiana, as governing authority thereof, that any reference in the Code of Ordinances of the City of Sulphur to Chief Building Official and/or Ordinance Enforcement Director shall hereinafter mean the respective designee of the Director of Municipal Services.

BE IT FURTHER ORDAINED that this Ordinance shall become effective immediately upon the Mayor's signature.

A vote was then called with the results as follows:

YEAS: Mrs. Ellender, Mrs. Hardy, Mrs. Abshire

NAYS: Mr. Koonce, Mrs. Thomas

ABSENT: None

And the said ordinance was declared duly adopted on this 29<sup>th</sup> day of October, 2019.

ATTEST:

\_\_\_\_\_  
ARLENE BLANCHARD, Clerk

\_\_\_\_\_  
MELINDA HARDY, Chairman

The next item on the agenda is a resolution accepting the recommendation of Mayor Danahay and appointing a Director of Municipal Services. Motion was made by Mrs. Ellender seconded by Mrs. Abshire that the following resolution be adopted to-wit:

RESOLUTION NO. 3266, M-C SERIES

Resolution accepting the recommendation of Mayor Mike Danahay and appointing a Director of Municipal Services.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby accept the recommendation of Mayor Mike Danahay and appoint Denise Chandler as Director of Municipal Services.

A vote was then called with the results as follows:

YEAS: Mrs. Ellender, Mr. Koonce, Mrs. Hardy, Mrs. Abshire  
NAYS: Mrs. Thomas  
ABSENT: None

And the said resolution was declared duly adopted on this 29<sup>th</sup> day of October, 2019.

ATTEST:

\_\_\_\_\_  
ARLENE BLANCHARD, Clerk

\_\_\_\_\_  
MELINDA HARDY, Chairman

The next item on the agenda is an introduction of ordinance entering into a Cooperative Endeavor Agreement with Calcasieu Parish Police Jury for costs associated with marketing and promotion of Cal-Cam Fair. Mayor Danahay stated that the Parish has a policy that they can't give money to organizations, but they can give the \$5,000 to the City of Sulphur and Sulphur can give to Cal-Cam Fair Association. At this time, Mr. Koonce stated that he would recuse from voting since he's on the Cal-Cam Fair Association Board of Directors. Motion was then made by Mrs. Ellender seconded by Mrs. Abshire that the following ordinance be introduced:

ORDINANCE AUTHORIZING MAYOR DANAHAY TO ENTER INTO  
A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU  
PARISH POLICE JURY FOR COSTS ASSOCIATED WITH  
MARKETING AND PROMOTION OF CAL-CAM FAIR.

Motion was then made by Mrs. Ellender seconded by Mrs. Abshire that the said ordinance be filed and remain on file with the Clerk of the Council, in final form, for public inspection and that the Mayor is hereby authorized and instructed to publish the Public

Notice of Introduction of the above proposed ordinance in “The Southwest Daily News”, the official journal of the City of Sulphur, Louisiana, and that the said Notice of Introduction of the above ordinance is substantially in the following form:

**PUBLIC NOTICE**

PUBLIC NOTICE is hereby given, in accordance with Section 2-12B of the Home Rule Charter of the City of Sulphur, the following ordinance:

ORDINANCE AUTHORIZING MAYOR DANAHAY TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU PARISH POLICE JURY FOR COSTS ASSOCIATED WITH MARKETING AND PROMOTION OF CAL-CAM FAIR.

A public hearing on said ordinance will be held at 5:30 p.m. on the 12<sup>th</sup> day of November, 2019, in the City of Sulphur Council Chambers in Sulphur, Louisiana.

CITY OF SULPHUR, LOUISIANA

BY: \_\_\_\_\_  
MELINDA HARDY, Chairman

A vote was then called with the results as follows:

YEAS: Mrs. Ellender, Mrs. Hardy, Mrs. Abshire, Mrs. Thomas

NAYS: None

ABSENT: None

RECUSE: Mr. Koonce

And the said ordinance was introduced on this 29<sup>th</sup> day of October, 2019.

ATTEST:

\_\_\_\_\_  
ARLENE BLANCHARD, Clerk

\_\_\_\_\_  
MELINDA HARDY, Chairman

The next item on the agenda is an introduction of ordinance entering into a Cooperative Endeavor Agreement with Cal-Cam Fair for costs associated with marketing and promotion of Cal-Cam Fair. Mr. Koonce recused from voting since he’s a member of the Cal-Cam Fair Association Board of Directors. Motion was made by Mrs. Abshire seconded by Mrs. Ellender that the following ordinance be introduced:

ORDINANCE AUTHORIZING MAYOR DANAHAY TO ENTER INTO  
A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU-  
CAMERON FAIR ASSOCIATION, INC. FOR COSTS ASSOCIATED  
WITH MARKETING AND PROMOTION OF CAL-CAM FAIR.

Motion was then made by Mrs. Abshire seconded by Mrs. Ellender that the said ordinance be filed and remain on file with the Clerk of the Council, in final form, for public inspection and that the Mayor is hereby authorized and instructed to publish the Public Notice of Introduction of the above proposed ordinance in “The Southwest Daily News”, the official journal of the City of Sulphur, Louisiana, and that the said Notice of Introduction of the above ordinance is substantially in the following form:

**PUBLIC NOTICE**

PUBLIC NOTICE is hereby given, in accordance with Section 2-12B of the Home Rule Charter of the City of Sulphur, the following ordinance:

ORDINANCE AUTHORIZING MAYOR DANAHAY TO ENTER INTO  
A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU-  
CAMERON FAIR ASSOCIATION, INC. FOR COSTS ASSOCIATED  
WITH MARKETING AND PROMOTION OF CAL-CAM FAIR.

A public hearing on said ordinance will be held at 5:30 p.m. on the 12<sup>th</sup> day of November, 2019, in the City of Sulphur Council Chambers in Sulphur, Louisiana.

CITY OF SULPHUR, LOUISIANA

BY: \_\_\_\_\_  
MELINDA HARDY, Chairman

A vote was then called with the results as follows:

YEAS: Mrs. Ellender, Mrs. Hardy, Mrs. Abshire, Mrs. Thomas

NAYS: None

ABSENT: None

RECUSE: Mr. Koonce

And the said ordinance was introduced on this 29<sup>th</sup> day of October, 2019.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is an introduction of ordinance authorizing Mayor Danahay to sign First Amendment to the Cooperative Endeavor Agreement between the City of Sulphur and Calcasieu Parish Police Jury for plumbing inspections (JSA adopted Feb. 20, 2004). Mayor Danahay stated that the original JSA was adopted in 2004. Since then, the City has hired a Plumbing Inspector. The original agreement was \$1,000 per month. This amendment changes it to \$35.00 per inspection which is a savings of approximately \$12,000 per year. Motion was made by Mrs. Abshire seconded by Mr. Koonce that the following ordinance be introduced:

ORDINANCE AUTHORIZING MAYOR MIKE DANAHAY TO SIGN  
FIRST AMENDMENT TO THE COOPERATIVE ENDEAVOR  
AGREEMENT BETWEEN THE CITY OF SULPHUR AND  
CALCASIEU PARISH POLICE JURY FOR PLUMBING  
INSPECTIONS.

Motion was then made by Mrs. Abshire seconded by Mr. Koonce that the said ordinance be filed and remain on file with the Clerk of the Council, in final form, for public inspection and that the Mayor is hereby authorized and instructed to publish the Public Notice of Introduction of the above proposed ordinance in "The Southwest Daily News", the official journal of the City of Sulphur, Louisiana, and that the said Notice of Introduction of the above ordinance is substantially in the following form:

**PUBLIC NOTICE**

PUBLIC NOTICE is hereby given, in accordance with Section 2-12B of the Home Rule Charter of the City of Sulphur, the following ordinance:

ORDINANCE AUTHORIZING MAYOR MIKE DANAHAY TO SIGN  
FIRST AMENDMENT TO THE COOPERATIVE ENDEAVOR  
AGREEMENT BETWEEN THE CITY OF SULPHUR AND  
CALCASIEU PARISH POLICE JURY FOR PLUMBING  
INSPECTIONS.

A public hearing on said ordinance will be held at 5:30 p.m. on the 12<sup>th</sup> day of November, 2019, in the City of Sulphur Council Chambers in Sulphur, Louisiana.

CITY OF SULPHUR, LOUISIANA

BY: \_\_\_\_\_

MELINDA HARDY, Chairman

Motion carried unanimously.

The next item on the agenda is a resolution amending the Agreement between the City of Sulphur and Gilmar Homeowners Association adopted June, 2017, for the maintenance of landscaping for the entrance on Maplewood Drive. Mayor Danahay stated that this amendment adds the flower bed at the entrance of Louisiana Avenue and Maplewood Drive. Mrs. Abshire stated that she would recuse from voting since she's a member of that HOA. Motion was made by Mrs. Ellender seconded by Mrs. Thomas that the following resolution be adopted to-wit:

RESOLUTION NO. \_\_\_\_\_, M-C SERIES

Resolution amending the Agreement between the City of Sulphur and Gilmar Homeowners Association adopted June, 2017, for the maintenance of landscaping for the entrance on Maplewood Drive.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby amend the Agreement between the City of Sulphur and Gilmar Homeowners Association adopted June, 2017, for the maintenance of landscaping for the entrance on Maplewood Drive.

A vote was then called with the results as follows:

YEAS: Mrs. Ellender, Mr. Koonce, Mrs. Hardy, Mrs. Thomas

NAYS: None

ABSENT: None

RECUSE: Mrs. Abshire

And the said resolution was declared duly adopted on this 29<sup>th</sup> day of October, 2019.

ATTEST:

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ARLENE BLANCHARD, Clerk

\_\_\_\_\_  
MELINDA HARDY, Chairman

The next item on the agenda is a resolution approving liquor license for Los Ponchos located at 3103 Maplewood Drive. Motion was made by Mrs. Abshire seconded by Mrs. Thomas that the following resolution be adopted to-wit:

RESOLUTION NO. 3268, M-C SERIES

Resolution approving liquor license for Los Ponchos located at 3103 Maplewood Drive.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby approve liquor license for Los Ponchos located at 3103 Maplewood Drive.

A vote was then called with the results as follows:

YEAS: Mrs. Ellender, Mr. Koonce, Mrs. Hardy, Mrs. Abshire, Mrs. Thomas

NAYS: None

ABSENT: None

And the said resolution was declared duly adopted on this 29<sup>th</sup> day of October, 2019.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

With there being no other business to come before the Council, the Chairman declared the meeting adjourned.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

10/29/19  
5:43 P.M.