

March 9, 2020

The City Council of the City of Sulphur, Louisiana, met in regular session at its regular meeting place in the Council Chambers, Sulphur, Louisiana, on March 9, 2020 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 led by Mrs. Ellender, followed with the reciting of the Pledge of Allegiance led by Mrs. Thomas.

The Chairman asked if there were any changes to the minutes of the previous meeting. With no changes made, motion was made by Mrs. Abshire seconded by Mr. Koonce that the minutes stand as written. Motion carried unanimously.

The Chairman then asked if there were any changes to the agenda. Motion was made by Mrs. Ellender seconded by Mrs. Thomas that item #1 be removed from the agenda:

Presentation by Armed Forces Committee.

Motion carried unanimously.

Motion was then made by Mrs. Ellender seconded by Mr. Koonce that item #9 be amended to read as follows:

Resolution rejecting and authorizing the re-advertisement of bids for a Stationary SCBA Air Compressor/Cascade System for the Fire Department.

Motion carried unanimously.

Motion was then made by Mrs. Ellender seconded by Mr. Koonce that item #12A be added to the agenda:

Resolution adopting the Citizen Participation Plan for the LCDBG grant program.

Mrs. Hardy stated that this item was being added since the agenda had already been published at the time this information was received. There weren't any comments from the public.

Motion carried unanimously.

Motion was then made by Ellender seconded by Mrs. Thomas that the agenda stand as amended.

Motion carried unanimously.

The first item on the agenda is a presentation by Glenn Berry on the Tour de Lapin event. Mr. Berry addressed the Council and stated that this is their 2<sup>nd</sup> annual event. It will be held on March 28th at The Grove from 9 a.m. – 3:00 p.m. This event will raise money for the Sulphur Senior Citizen Center. They'll have numerous events such as a car show, bike show, poker run, craft show, food drive, silent auction, washer tournament and lots of food, etc.

The next item on the agenda is a public hearing on ordinance granting the subdividing of lots to Stine Investors Corporation and Stine Land Company, Inc., property located south of Stine Lumber on Ruth Street to allow to future carwash and oil change business. Motion as made by Mr. Koonce seconded by Mrs. Ellender that the following ordinance be adopted to-wit:

ORDINANCE NO. 1661, M-C SERIES

ORDINANCE GRANTING THE SUBDIVIDING OF LOTS TO STINE INVESTORS CORPORATION AND STINE LAND COMPANY, INC., PROPERTY LOCATED SOUTH OF STINE LUMBER ON RUTH STREET TO ALLOW FOR FUTURE CARWASH AND OIL CHANGE BUSINESS.

WHEREAS, in accordance with Chapter 18, Section 2 (c) and Appendix B, Article III, Part I, Section 1, (6) (c) and (e) of the Code of Ordinances of the City of Sulphur, application has been received from Stine Investors Corporation and Stine Land Company, Inc., property located south of Stine Lumber on Ruth Street to allow for future carwash and oil change business for property described as follows:

TRACT 1

A BOUNDARY SURVEY OF A TRACT OF LAND LYING IN THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FOR A POINT OF BEGINNING COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA; THENCE N89°34'15"W, ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4-NW1/4), A DISTANCE OF 50.0 FEET, TO THE WEST RIGHT-OF-WAY LINE OF LA HWY No. 27 AND POINT OF BEGINNING; THENCE N89°34'15"W, ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4-NW1/4), A DISTANCE OF 385 FEET; THENCE S00°51'04"W, A DISTANCE OF 220.5 FEET; THENCE S89°34'15"E, A DISTANCE OF 385 FEET, TO SAID WEST RIGHT-OF-WAY LINE; THENCE N00°51'04"E, ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 220.5 FEET, TO THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINING 1.95 ACRES, MORE OR LESS.

TRACT 2

A BOUNDARY SURVEY OF A TRACT OF LAND LYING IN THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FOR A POINT OF BEGINNING COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA; THENCE N89°34'15"W, ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4), A DISTANCE OF 50.0 FEET, TO THE WEST RIGHT-OF-WAY LINE OF LA HWY No. 27 AND POINT OF BEGINNING; THENCE N89°34'15"W, ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4), A DISTANCE OF 385 FEET; THENCE N00°51'04"E A DISTANCE OF 11.1 FEET, TO THE SOUTH BACK OF CURB OF AN EXISTING

CONCRETE DRIVE; THENCE ALONG SAID SOUTH BACK OF CURB THE FOLLOWING 12 CALLS: S89°08'08"E 22.68 FEET, N86°01'26"E 9.92 FEET, N83°45'01"E 58.50 FEET, N84°09'01"E 30.98 FEET TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 06°43'27", A RADIUS OF 25.00 FEET AND A CHORD WHICH BEARS N87°30'44"E AND MEASURES 2.93 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 2.93 FEET TO A POINT OF CURVATURE OF A CURVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 08°08'50", A RADIUS OF 271.13 FEET AND A CHORD WHICH BEARS N86°48'03"E AND MEASURES 38.52 FEET; THENCE ALONG SAID CURVE TO THE LEFT 38.55 FEET TO A POINT OF CURVATURE OF A CURVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 12°17'23", A RADIUS OF 192.37 FEET AND A CHORD WHICH BEARS N79°18'38"E AND MEASURES 41.18 FEET, THENCE ALONG SAID CURVE TO THE LEFT 41.26 FEET; THENCE N73°33'07"E 38.56 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 09°59'22", A RADIUS OF 25.00 FEET AND A CHORD WHICH BEARS N78°19'29"E AND MEASURES 4.35 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 4.36 FEET; THENCE N83°19'10"E 38.41 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 09°01'34", A RADIUS OF 520.22 FEET AND A CHORD WHICH BEARS N87°44'07"E AND MEASURES 81.87 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 81.95 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 22°32'32", A RADIUS OF 54.48 FEET AND A CHORD WHICH BEARS S79°54'55"E AND MEASURES 21.30 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 21.44 FEET, TO THE WEST RIGHT OF WAY LINE OF LA HWY No. 27; THENCE S00°51'04"W, ALONG SAID RIGHT OF WAY LINE, 49.6 FEET, TO THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINING 0.291 ACRES, MORE OR LESS.

### TRACT 3

AN ACCESS SERVITUDE LYING IN THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FOR A POINT OF BEGINNING COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA; THENCE N89°34'15"W, ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4-NW1/4), A DISTANCE OF 50.0 FEET, TO THE WEST RIGHT-OF-WAY LINE OF LA HWY No.

27; THENCE N00°51'04"E, ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 49.6 FEET, TO THE POINT OF BEGINNING; THENCE N00°51'04"E, ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 43.05 FEET, TO A POINT ON THE NORTH BACK OF CURB OF AN EXISTING CONCRETE DRIVE, SAID POINT ALSO BEING A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 18°15'51", A RADIUS OF 45.00 FEET AND A CHORD WHICH BEARS S80°24'24"W AND MEASURES 14.28 FEET; THENCE, ALONG SAID CURVE TO THE RIGHT, A DISTANCE OF 14.34 FEET; THENCE S89°32'19"W, ALONG SAID NORTH BACK OF CURB AND EXTENSION THEREOF, A DISTANCE OF 94.1 FEET, TO A POINT ON THE NORTH BACK OF CURB OF AN EXISTING CONCRETE DRIVE; THENCE ALONG SAID NORTH BACK OF CURB THE FOLLOWING 5 CALLS: A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 36°28'00", A RADIUS OF 20.00 FEET, A CHORD WHICH BEARS S38°26'23"W AND MEASURES 12.52 FEET; THENCE, ALONG SAID CURVE TO THE RIGHT 12.73 FEET TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 22°07'34", A RADIUS OF 36.00 FEET, A CHORD WHICH BEARS S78°37'51"W AND MEASURES 13.82 FEET; THENCE, ALONG SAID CURVE TO THE RIGHT 13.90 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 19°49'47", A RADIUS OF 109.00 FEET, A CHORD WHICH BEARS S79°36'58"W AND MEASURES 37.54 FEET; THENCE, ALONG SAID CURVE TO THE LEFT 37.72 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 21°08'06", A RADIUS OF 264.00 FEET, A CHORD WHICH BEARS S80°16'08"W AND MEASURES 96.83 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 97.38 FEET; THENCE N89°09'49"W 123.8 FEET; THENCE S00°51'04"W 41.6 FEET, TO THE SOUTH BACK OF CURB OF AN EXISTING CONCRETE DRIVE; THENCE ALONG SAID SOUTH BACK OF CURB THE FOLLOWING 12 CALLS: S89°08'08"E 22.68 FEET, N86°01'26"E 9.92 FEET, N83°45'01"E 58.50 FEET, N84°09'01"E 30.98 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 06°43'27", A RADIUS OF 25.00 FEET AND A CHORD WHICH BEARS N87°30'44"E AND MEASURES 2.93 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 2.93 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 08°08'50", A RADIUS OF 271.13 FEET AND A CHORD WHICH BEARS N86°48'03"E AND MEASURES 38.52 FEET; THENCE ALONG SAID CURVE TO THE LEFT 38.55 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 12°17'23", A RADIUS OF 192.37 FEET AND A CHORD WHICH BEARS N79°18'38"E AND MEASURES 41.18 FEET, THENCE ALONG SAID CURVE TO THE LEFT 41.26 FEET; THENCE N73°33'07"E 38.56 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 09°59'22", A RADIUS OF 25.00 FEET AND A CHORD WHICH BEARS N78°19'29"E AND MEASURES 4.35 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 4.36 FEET; THENCE N83°19'10"E 38.41 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE

HAVING A CENTRAL ANGLE OF 09°01'34", A RADIUS OF 520.22 FEET AND A CHORD WHICH BEARS N87°44'07"E AND MEASURES 81.87 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 81.95 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 22°32'32", A RADIUS OF 54.48 FEET AND A CHORD WHICH BEARS S79°54'55"E AND MEASURES 21.30 FEET; THENCE ALONG SAID CURVE TO THE RIGHT 21.44 FEET, TO THE WEST RIGHT OF WAY LINE OF LA HWY No. 27 AND POINT OF BEGINNING.

SAID ACCESS SERVITUDE CONTAINING 0.306 ACRES, MORE OR LESS.

#### TRACT 4

A STORM WATER DETENTION POND SERVITUDE LYING IN THE NORTHWEST QUARTER (NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FOR A POINT OF BEGINNING COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4-NW1/4) OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 10 WEST, CALCASIEU PARISH, LOUISIANA; THENCE N89°34'15"W, ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4-NW1/4), A DISTANCE OF 435 FEET; THENCE N00°51'04"E A DISTANCE OF 9.6 FEET, TO THE POINT OF BEGINNING; THENCE N89°12'08"W A DISTANCE OF 135.5 FEET; THENCE S89°34'15"W A DISTANCE OF 29.0 FEET, TO A POINT OF CURVATURE OF A CURVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 88°38'05", A RADIUS OF 25.00 FEET AND A CHORD WHICH BEARS S45°15'13"W AND MEASURES 34.93 FEET; THENCE ALONG SAID CURVE TO THE LEFT, A DISTANCE OF 38.67 FEET; THENCE S00°56'10"W A DISTANCE OF 205.8 FEET; THENCE S89°34'15"E A DISTANCE OF 189.3 FEET; THENCE N00°51'04"E A DISTANCE OF 230.1 FEET, TO THE POINT OF BEGINNING.

SAID STORM WATER DETENTION POND SERVITUDE CONTAINING 0.998 ACRES, MORE OR LESS.

WHEREAS, this subdividing of lots is accepted by the City of Sulphur and may be withdrawn by the City of Sulphur should said plat interfere with the rights and privileges owned by the City of Sulphur pursuant to a pre-existing right of way, servitude or easement. If withdrawn, any improvements constructed thereon shall be removed at the expenses of owner thereof; and

WHEREAS, Grantee hereby agrees and contracts to hold Grantor harmless from any damages created and/or caused by the acceptance of this plat, including, but not limited to,

litigation defense, litigation costs, violation of subdivision restrictive covenants, building code violations or any other damages, property and/or monetary or otherwise, relating thereto; and

WHEREAS, if City Council does hereby accept this plat and the owner of such shall be responsible for the recordation thereof, with the Clerk of Court, Calcasieu Parish, Louisiana, and shall provide the City of Sulphur a receipt evidencing recordation within 10 days of the effective date of this subdivision; and

WHEREAS, no work shall commence until all applicable permits are obtained. In the event work is commenced prior to obtaining all applicable permits, this acceptance of plat shall be withdrawn and considered null and void.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Sulphur, Louisiana, that they do hereby grant the subdividing of lots to Stine Investors Corporation and Stine Land Company, Inc., property located south of Stine Lumber on Ruth Street to allow for future carwash and oil change business.

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 ordinance was declared duly adopted on this 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a public hearing on ordinance amending Ordinance No. 1651, M-C Series, which authorized the acceptance of the Administrative Reorganization Plan as presented by the Mayor for the Municipal Services Director (amending Section Nos.). Motion was made by Mrs. Ellender seconded by Mrs. Abshire that the following ordinance be adopted to-wit:

ORDINANCE NO. 1662, M-C SERIES

ORDINANCE AMENDING ORDINANCE NO. 1651, M-C SERIES, WHICH AUTHORIZED THE ACCEPTANCE OF THE ADMINISTRATIVE REORGANIZATION PLAN AS PRESENTED BY THE MAYOR FOR THE MUNICIPAL SERVICES DIRECTOR.

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

WHEREAS, Section 4-12 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 4-10 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.

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(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, Mr. Koonce, Mrs. Hardy, Mrs. Abshire, Mrs. Thomas

NAYS: None

ABSENT: None

And the said ordinance was declared duly adopted on this 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a public hearing on ordinance authorizing Mayor Danahay to sign Cooperative Endeavor Agreement with Calcasieu Parish Police Jury for Summer Feeding Program. Motion was made by Mrs. Ellender seconded by Mrs. Thomas that the following ordinance be adopted to-wit:

ORDINANCE NO. 1663, M-C SERIES

ORDINANCE AUTHORIZING MAYOR DANAHAHAY TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU PARISH POLICE JURY FOR SUMMER FEEDING PROGRAM.

BE IT ORDAINED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby authorize Mayor Mike Danahay to sign

Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury for Summer Feeding Program.

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon the Mayor's approval, or upon proper re-adoption by the Council pursuant to Section 2-13(C) of the Home Rule Charter of the City of Sulphur.

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 ordinance was declared duly adopted on this 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a public hearing on ordinance authorizing Mayor Mike Danahay to enter into a Cooperative Endeavor Agreement with Calcasieu Parish Police Jury Office of Homeland Security and Emergency Preparedness for State Homeland Security Program Grant. Motion was made by Mrs. Ellender seconded by Mrs. Thomas that the following ordinance be adopted to-wit:

ORDINANCE NO. 1664, M-C SERIES

ORDINANCE AUTHORIZING MAYOR MIKE DANAHAHAY TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU PARISH POLICE JURY OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS FOR STATE HOMELAND SECURITY PROGRAM GRANT.

BE IT ORDAINED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby authorize Mayor Mike Danahay to enter into a Cooperative Endeavor Agreement with Calcasieu Parish Police Jury Office of Homeland Security and Emergency Preparedness for State Homeland Security Program Grant.

BE IT FURTHER ORDAINED that this Ordinance shall become effective upon the Mayor's approval, or upon proper re-adoption by the Council pursuant to Section 2-13(C) of the Home Rule Charter of the City of Sulphur.

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 ordinance was declared duly adopted on this 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a resolution declaring the intent of the City of Sulphur to acquire a full ownership interest of adjudicated property from Calcasieu Parish Police Jury for property located at 104 Railroad Avenue. Motion was made by Mrs. Ellender seconded by Mrs. Abshire that the following resolution be adopted to-wit:

RESOLUTION NO. 3292, M-C SERIES

Resolution declaring the intent of the City of Sulphur to acquire a full ownership interest of adjudicated property from Calcasieu Parish Police Jury for property located at 104 Railroad Avenue.

WHEREAS, in accordance with La. R.S. 47:2236 the City Council of the City of Sulphur does authorize the City of Sulphur to declare ownership of Parcel Nos. 01123750, 01123750A and 01123750B and declare its intent to keep said parcels as they are contiguous to other city properties.

WHEREAS, the City of Sulphur wishes to formally declare its intention to acquire a full ownership interest of adjudicated property more fully described below for non-payment of ad valorem taxes:

1. Municipal address: 104 Railroad Avenue  
Parcel Number: 01123750  
Walter Craig Ellender – 9% Interest  
COM 140 FT E OF SW COR BLK A SULPHUR, TH E 60 FT N 100 FT  
ETC.

2. Municipal address: 104 Railroad Avenue  
Parcel Number: 01123750A  
Walter Craig Ellender – 1% Interest  
COM 140 FT E OF SW COR BLK A SULPHUR, TH E 60 FT N 100 FT  
ETC.
3. Municipal address: 104 Railroad Avenue  
Parcel Number: 01123750B  
Husker Partners BMO Harris  
COM 140 FT E OF SW COR BLK A SULPHUR, TH E 60 FT N 100 FT  
ETC.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby declare the intent of the City of Sulphur to acquire a full ownership interest of adjudicated property from Calcasieu Parish Police Jury for property located at 104 Railroad Avenue.

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 9<sup>th</sup> day of March, 2020.

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 Mike Danahay to enter into a Cooperative Endeavor Agreement with Calcasieu Parish Police Jury for adjudicated property located at 104 Railroad Avenue. Motion was made by Mrs. Ellender seconded by Mrs. Abshire that the following ordinance be introduced:

ORDINANCE AUTHORIZING MAYOR MIKE DANAHAY TO ENTER INTO  
A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU PARISH  
POLICE JURY FOR ADJUDICATED PROPERTY LOCATED AT 104  
RAILROAD AVENUE.

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 MIKE DANAHAAY TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH CALCASIEU PARISH POLICE JURY FOR ADJUDICATED PROPERTY LOCATED AT 104 RAILROAD AVENUE.

A public hearing on said ordinance will be held at 5:30 p.m. on the 13<sup>th</sup> day of April, 2020, in the City of Sulphur Council Chambers in Sulphur, Louisiana.

CITY OF SULPHUR, LOUISIANA

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

MELINDA HARDY, Chairman

Motion carried.

The next item on the agenda is a resolution rejecting and authorizing the re-advertisement of bids for a Stationary SCBA Air Compressor/Cascade System for the Fire Department. Chief Dan Selph stated that only one company bid on this and they did not meet the bid specifications. Motion was made by Mr. Koonce seconded by Mrs. Abshire that the following resolution be adopted to-wit:

**RESOLUTION NO. 3293, M-C SERIES**

Resolution rejecting bids for a Stationary SCBA Air Compressor/Cascade System for the Fire Department and authorizing the re-advertisement.

WHEREAS, a bid opening was held on Tuesday, March 3, 2020 at 11:00 a.m. and (1) one bid was received. However, due to bid specifications not being met the following bid will be rejected:

<u>COMPANY</u>	<u>BID PRICE</u>
Ferrara Fire	\$59,999.00

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby reject the above bid for a Stationary SCBA Air Compressor/Cascade System for the Fire Department.

BE IT FURTHER RESOLVED that City Council does hereby authorize the re-advertisement of bids for a Stationary SCBA Air Compressor/Cascade System for the Fire Department, said bids to be in accordance with the quantities and specifications on file with City of Sulphur Purchasing Dept., 101 North Huntington Street, Sulphur, La. 70663 or online at BidXpress.

BE IT FURTHEREST RESOLVED that the advertisement of bids will be in "The Southwest Daily News, the official journal of the City of Sulphur, in three separate publications, giving notice as follows:

**NOTICE TO BIDDERS**

Separate and sealed bids for the advertisement of bids for a Stationary SCBA Air Compressor/Cascade System for the Fire Department, will be received by the Clerk of the Council until 10:00 a.m. on the 24th day of March, 2020, at which time bids will be opened and read aloud in an open and public bid opening session to be conducted by the Director of Finance in the Conference Room at the City Hall, and the City Council shall at a regular meeting on the 13th day of April, 2020, at 5:30 p.m. proceed to award the bid to the lowest bidder, to waive irregularities, or to reject any and all bids, or otherwise proceed thereto as provided by law. Bids are also available electronically at [www.bidexpress.com](http://www.bidexpress.com); free membership is required to access. Said bids to be in accordance with the quantities and specifications on file with the City of Sulphur Purchasing Department, 101 North Huntington Street, Sulphur, Louisiana 70663

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 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a resolution awarding bid for the annual supply of Chlorine. Motion was made by Mr. Koonce seconded by Mrs. Ellender that the following resolution be adopted to-wit:

**RESOLUTION NO. 3294, M-C SERIES**

Resolution awarding bid for the annual supply of Chlorine.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that bids for annual supply of Chlorine were opened and read aloud in an open and public bid session on Thursday, February 20, 2020 at 10:00 a.m. and bids were as follows:

<b><u>Company</u></b>	<b><u>Bid</u></b>
DXI	\$0.3595 PER/LB

BE IT FURTHER RESOLVED that the City Council does hereby accept the recommendation of Mayor Mike Danahay and award the bid for the annual supply of Chlorine as follows:

<b><u>Company</u></b>	<b><u>Bid</u></b>
DXI	\$0.3595 PER/LB

BE IT ALSO FURTHER RESOLVED that Mayor Mike Danahay is authorized to sign all paperwork in connection therewith.

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 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a resolution accepting Substantial Completion and Notice by Owner of Acceptance of Work for Savoy Road Improvements. Motion was made by Mrs. Ellender seconded by Mrs. Thomas that the following resolution be adopted to-wit:

RESOLUTION NO. 3295, M-C SERIES

Resolution accepting Substantial Completion Certificate and the Notice by Owner of Acceptance of Work for Savoy Road Improvements.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby accept Substantial Completion Certificate and the Notice by Owner of Acceptance of Work for Savoy Road Improvements.

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 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a resolution approving liquor license for Maria's Cocina Mexicana, 106 South Cities Service Hwy. Motion was made by Mrs. Abshire seconded by Mr. Koonce that the following resolution be adopted to-wit:

RESOLUTION NO. 3296, M-C SERIES

Resolution approving liquor license for Maria's Cocina Mexicana, 106 South Cities Service Hwy.

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 Maria's Cocina Mexicana, 106 South Cities Service Hwy.

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 9<sup>th</sup> day of March, 2020.

ATTEST:

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ARLENE BLANCHARD, Clerk

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MELINDA HARDY, Chairman

The next item on the agenda is a resolution adopting the Citizen Participation Plan for the LCDBG grant program. Motion was made by Mrs. Abshire seconded by Mrs. Ellender that the following resolution be adopted to-wit:

**RESOLUTION NO. 3297, M-C SERIES**

Resolution adopting the Citizen Participation Plan for the LCDBG grant program.

BE IT RESOLVED by the City Council of the City of Sulphur, Louisiana, the governing authority thereof, that they do hereby adopt the Citizen Participation Plan for the LCDBG grant program.

**CITIZEN PARTICIPATION PLAN**

The City of Sulphur has adopted the following Citizen Participation Plan to meet the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1974, as amended. The City of Sulphur is committed through adoption of this plan to full and total involvement of all residents of the community in the composition, implementation and assessment of its Louisiana Community Development Block Grant (LCDBG) Program. Attempts will be made to reach all citizens, with particular emphasis on participation by persons of low and moderate income, residents of slum and blighted areas and of areas in which funds are proposed to be used. A copy of this plan will be made available to the public upon request.

As part of the citizen participation requirements and to maximize citizen interaction, the City of Sulphur shall:

- 1) Provide citizens with reasonable and timely access to local meetings, information and records relating to the state's proposed method of distribution, as required by the Secretary, and relating to the actual use of funds under Title I of the Housing and Community Development Act of 1974, as amended;

- 2) Provide for public hearings to obtain views and respond to proposals and questions at all stages of the community development program. These hearings will consist of the development of needs and proposed activities and review of program performance. These hearings will be held after adequate notice, a minimum of five calendar days, at times and locations convenient to potential or actual beneficiaries with accommodations for persons with disabilities;
- 3) Provide for and encourage citizen participation with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used;
- 4) Provide for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals;
- 5) Where applicable, identify how the needs of non-English speaking residents will be met in the case of public hearings; and
- 6) Provide for a formal written procedure which will accommodate a timely written response, within fifteen days where practicable, to written complaints and grievances.

Written minutes of the hearings and an attendance roster will be maintained by the City of Sulphur.

## **CITIZEN COMPLAINT PROCEDURE**

### **SECTION 1**

It is the policy of the City of Sulphur to review all complaints received by the City of Sulphur.

### **SECTION 2**

The following procedures will be followed on all complaints received by the City of Sulphur:

- 1) The complainant shall notify the Clerk of the Council of the complaint. The initial complaint may be expressed orally or by written correspondence.
- 2) The Clerk of Council will notify the Mayor or designated representative of the complaint within 1 working day.
- 3) The Mayor or designated representative will investigate the complaint and will report the findings to the Clerk of Council within 1 working day.
- 4) The Clerk of Council will notify the complainant of the findings of the

Mayor or designated representative in writing or by telephone within 1 working day.

- 5) If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the Clerk of Council who will forward the complaint and all actions taken by the Mayor or designated representative to the appropriate council committee for their review. This will be accomplished within 3 working days of receipt of the written complaint.
- 6) The reviewing council committee will have 3 working days to review the complaint and forward their decision to the complainant in writing.
- 7) If the complainant is aggrieved with the decision of the Committee, he must notify the Clerk of Council in writing that he desires to be afforded a hearing by the City Council. The complainant will be placed on the next regularly scheduled council meeting agenda. The Clerk of Council will notify the complainant in writing of the date of the hearing.
- 8) The complainant must bring all relevant data, witnesses, etc., to the hearing. The City Council, at the hearing, will review the complaint and forward within 3 days a certified copy of the minutes of the meeting at which the hearing was conducted and a decision was rendered to the complainant. If a decision is not reached at the hearing, the City Council will inform complainant of an appropriate date to expect a response. Within 3 working days of reaching a decision, the complainant will be notified in writing of the decision.

Complaints concerning the general administration of the LCDBG Program may be submitted in writing directly to the:

Division of Administration  
Office of Community Development  
Post Office Box 94095  
Baton Rouge, Louisiana 70804-9095

### SECTION 3

All citizen complaints relative to Fair Housing/Equal Opportunity violations alleging discrimination shall be forwarded for disposition to the:

Louisiana Department of Justice  
Public Protection Division  
Post Office Box 94005  
Baton Rouge, Louisiana 70804

The complainant will be notified in writing within 10 days that, due to the nature of the complaint, it has been forwarded to the Louisiana Department of Justice.

or

Complainant may contact the Louisiana Department of Justice Public Protection Division directly at the Toll-Free Telephone number 1-800-273-5718 or 225-342-5521.

#### SECTION 4

The Clerk of Council will maintain a file for the purpose of keeping reports of complaints.

#### SECTION 5

This policy does not invalidate nor supersede the personnel or other policies of the City which are currently adopted, but is intended to serve as a guide for complaints.

#### SECTION 6

This policy may be amended by a majority vote at any of the City Council regularly scheduled meetings.

#### ADOPTION

This Citizen Participation Plan is hereby adopted by City Council in regular session on this 9<sup>th</sup> day of March, 2020

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 9<sup>th</sup> day of March, 2020.

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

3/9/20

5:45 P.M.