

PROCEEDINGS OF THE CITY COUNCIL OF BOSSIER CITY
STATE OF LOUISIANA TAKEN AT A REGULAR MEETING
February 1, 2022

The City Council of the City of Bossier City, State of Louisiana, met in Regular session in Council Chambers, 620 Benton Road, Bossier City, Louisiana, February 1, 2022 at 3:00 PM

Invocation was given by Council Member Jeffery Darby

Pledge of Allegiance led by Council Member Jeff Free

Roll Call as follows:

Present: Honorable, President Don Williams, Honorable Councilors David Montgomery, Jr., Chris Smith, Brian Hammons, Jeffery Darby, Jeff Free and Vince Maggio

Also Present: Mayor, Thomas Chandler, City Attorney, Charles Jacobs and City Clerk, Phyllis McGraw

City Clerk, Phyllis McGraw, read statement about decorum during meeting and public participation in the meeting.

By: Mr. Free

Motion to amend the minutes from the January 18, 2022, Regular City Council Meeting to reflect Prayer was led by Council Member Vince Maggio and not Council Member Jeffery Darby.

Seconded by Mr. Smith

No comment

Vote in favor of motion is unanimous

By: Mr. Free

Motion to approve minutes from the January 18, 2022, Regular Council meeting as amended and dispense with the reading.

Seconded by Mr. Williams

No comment

Vote in favor of motion is unanimous

By: Mr. Williams

Motion to amend the agenda to remove New Business Item #3- Red River Navigation Study from the agenda at the request of the City Attorney.

Seconded by Mr. Free

City Attorney Jacobs explained why he requested to pull it at this time.

No further comment

Vote in favor of motion is unanimous

By: Mr. Darby

Motion to approve Agenda as amended

Seconded by Mr. Williams

No comment

Vote in favor of motion is unanimous

Ceremonial Matters/Recognition of Guests –

Mayor introduced Kaitryana Leinbach, 2021 Miss Louisiana Volunteer. Ms. Leinbach spoke on the pageant system and scholarships awarded.

Mayor introduced Colonel Mark C. Dmytryszyn, Commander of the 2nd Bomb Wing, Barksdale Air Force Base and presented him with a key to the City. Colonel Dmytryszyn gave Council an update on 2021 Base happenings and things to look forward to in 2022.

Bids –

Witness opening of sealed bids for Bid #22-01 – On Demand Concrete Repairs for Public Works

F.J. Burnell, Inc.	\$995,500.00
RVP Construction, Inc.	\$953,100.00

By: Mr. Williams

Motion to approve reading of bids as read.

Seconded by Mr. Hammons

Lilly Garcia, Purchasing Department explained that the projects would not go over the total appropriated of \$900,000

No further comment

Vote in favor of motion is unanimous

Unfinished Business –

The following Ordinance offered and adopted:

ORDINANCE NO. 14 OF 2022

AN ORDINANCE TO AMEND ORDINANCE 17 OF 2021 TO REPLACE THE BRUCE STREET FORCE MAIN ADDING \$195,000 TO COME FROM THE SEWER CAPITAL AND CONTINGENCY FUND TO COVER ALL PROJECT COSTS; AND AUTHORIZES THE CITY TO ENTER INTO A CONTRACT WITH DAVID LAWLER CONSTRUCTION, INC., FOR COMPLETION OF THE WORK.

WHEREAS; Ordinance 17 of 2021 approved \$95,000 to come from the sewer capital and contingency fund to be used for replacing and rerouting the existing force main into a more direct path that will simplify maintenance and operation of the station; and

WHEREAS; Planning, design, surveying, permitting, and utility easement acquisition efforts are complete; and

WHEREAS; Bids for construction were collected and David Lawler Construction, Inc. submitted a low bid of \$125,400.00; and

WHEREAS; An additional \$195,000 from the Sewer Capital and Contingency fund is needed to cover construction and related project costs; and

NOW, THEREFORE, BE IT RESOLVED, in regular session convened that the City Council of Bossier City, Louisiana, authorizes the Mayor to appropriate \$195,000.00 to come from the Sewer Capital and Contingency fund to be used for the design, construction, and utility easement acquisition for the replacement of the Bruce Street Force Main; and authorizes the city to enter into a contract with Lawler Construction for completion of the work.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents in connection with the furtherance of this Ordinance.

BE IT FURTHER ORDAINED, that the 2022 Sewer Capital and Contingency Budget is hereby amended to increase expenditures for the Bruce Street Force Main project by \$195,000 and decrease Fund Balance by \$195,000.

The above and foregoing Report was read in full at open and legal session convened, was on motion of Mr. Jeff Free, and seconded by Mr. Don Williams, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio
NAYS: none
ABSENT: none
ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 15 OF 2022

AN ORDINANCE ALLOCATING \$300,000 TO COME FROM THE WATER CAPITAL AND CONTINGENCY FUND FOR ON DEMAND WATER METER PURCHASES.

WHEREAS; the Customer Service Division annually replaces or provides approximately 450 water meters of various sizes; and

WHEREAS; the average costs annually for purchasing these materials is \$300,000; and

WHEREAS; \$300,000 from the Water Capital and Contingency fund is needed to cover the costs associated with these expenditures; and

NOW, THEREFORE, BE IT RESOLVED, in regular session convened that the City Council of Bossier City, Louisiana, authorizes the Mayor to appropriate \$300,000.00 to come from the Water Capital and Contingency fund to be used for on demand water meter purchases.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents in connection with the furtherance of this Ordinance.

BE IT FURTHER ORDAINED, that the 2022 Water Capital and Contingency Budget is hereby amended to increase expenditures for the on demand water meter purchases by \$300,000 and decrease Fund Balance by \$300,000.

The above and foregoing Report was read in full at open and legal session convened, was on motion of Mr. Don Williams, and seconded by Mr. Vince Maggio and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio
NAYS: none
ABSENT: none
ABSTAIN: none

President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 16 OF 2022

AN ORDINANCE AMENDING THE BOSSIER CITY, LOUISIANA CODE OF ORDINANCES SECTION 78-7 – CLASSIFIED AND UNCLASSIFIED SERVICE GENERALLY TO INCLUDE THE POSITION OF TAX COMPLIANCE AND PROCESSING MANAGER IN THE CLASSIFICATION PLAN ASSIGNMENT OF JOB CLASSES TO GRADE LEVELS.

WHEREAS, The Bossier City, Louisiana Code of Ordinances Section 78-6 – Classification plan paragraph (d) states the approval of the city council is required for the establishment of a new class and/or the changing of any existing class from one pay grade to another; and

WHEREAS, a vacancy was created in the Tax Department due to promotion of the Assistant Tax Administrator; and

WHEREAS, the needs of the Tax Department will be better served by a Tax Compliance and Processing Manager.

NOW, THEREFORE, BE IT ORDAINED, that the City Council of Bossier City, in regular session convened, authorizes administration to create a new position of Tax Compliance and Processing Manager retroactive to December 20, 2021.

BE IT FURTHER ORDAINED, that the Classification Plan Assignment of Job Classes to Grade Levels is amended to include the position of Tax Compliance and Processing Manager in Grade 14.

The above and foregoing Ordinance, read in full at open and legal session convened, was on motion of Mr. Chris Smith and seconded by Mr. Don Williams, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio
NAYS: none
ABSENT: none
ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

Agenda Item called: Adopt an Ordinance to appropriate \$12,124 to come from the Hotel/Motel Taxes Fund to be used for the Tree Removal Project for the Brookshire Grocery Arena.

Discussion on when project will begin

The following Ordinance offered and adopted:

Ordinance No. 17 Of 2022

AN ORDINANCE TO APPROPRIATE \$12,124 TO COME FROM THE HOTEL/MOTEL TAXES FUND TO BE USED FOR THE TREE REMOVAL PROJECT FOR THE BROOKSHIRE GROCERY ARENA

WHEREAS, the City of Bossier City is the owner of the Brookshire Grocery Arena; and

WHEREAS, funds are needed for the Tree Removal Project for the Brookshire Grocery Arena;

NOW, THEREFORE, BE IT ORDAINED that the City Council of Bossier City, Louisiana, in regular session convened, does hereby appropriate \$12,124 to come from the Hotel/Motel Taxes Fund to be used for the Tree Removal Project for the Brookshire Grocery Arena.

BE IT FURTHER ORDAINED, that the 2022 Hotel/Motel Taxes Budget is hereby amended to provide an appropriation of \$12,124 to establish the Brookshire Grocery Arena Tree Removal Project and decrease the fund balance by \$12,124.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. Chris Smith, and seconded by Mr. Don Williams, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

New Business –

The following ordinance offered and adopted:

ORDINANCE NO. 18 OF 2022

AN ORDINANCE APPROVING A CONDITIONAL USE FOR THE SALE OF HIGH AND LOW CONTENT ALCOHOL FOR ON PREMISE CONSUMPTION AT A RESTAURANT, PEDROS BOSSIER CITY, LOCATED AT 2400 AIRLINE DRIVE, BOSSIER CITY, LOUISIANA.

WHEREAS; Ruben Chavez, Pedros Bossier City, has applied to the Bossier City-Parish Metropolitan Planning Commission for Conditional Use Approval for the retail sale of high and low content alcohol, for on premise consumption at a restaurant, Pedros Bossier City, located at 2400 Airline Drive, Bossier City, Louisiana.

WHEREAS; a public hearing for the Conditional Use application was held on January 10, 2022; and

WHEREAS; The Planning Department has submitted the results of said public hearing to the Mayor and the City Council of the City of Bossier City.

THE CITY COUNCIL OF THE CITY OF BOSSIER CITY HEREBY ORDAINS:

SECTION 1. That the Conditional Use for retail sales of high and low content alcohol for on premise consumption at 2400 Airline Drive, Bossier City, Louisiana is hereby approved.

Motion was made by Mr. Jeff Free and seconded by Mr. Chris Smith

to adopt the above ordinance. Upon the following vote, the ordinance was duly adopted this 1st day of February, 2022.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

DON WILLIAMS, PRESIDENT

PHYLLIS MCGRAW, CITY CLERK

C-84-21

By: Mr. Hammons

Motion to introduce an Ordinance to establish a Four Way Stop at the intersection of Sunflower Road and Rosemont Place.

Seconded by Mr. Smith

Discussion among Council, Mayor and City Engineer, Ben Rauschenbach on this item

Vote in favor of motion is unanimous

By: Mr. Williams

Motion to introduce an Ordinance authorizing and approving the engagement of Fontenot Benefits & Actuarial Consulting to provide the necessary actuarial valuations as required by the published GASB Statements 67/68 for the Policemen's and Firemen's Pension and Relief Funds.

Seconded by Mr. Smith

No comment

Vote in favor of motion is unanimous

By: Mr. Williams

Motion to introduce an Ordinance to repeal Ordinance Numbers 126 of 1979, 62 of 1982 and 36 of 1986 and to enact this Ordinance which shall replace Section 28 of the Bossier City Code of Ordinances entitled Water, Sewers and Sewage Disposal to regulate the use of sanitary sewage facilities serving Bossier City.

Seconded by Mr. Maggio

Discussion on what this item was and what were the changes

Vote in favor of motion is unanimous

By: Mr. Smith

Motion to introduce an Ordinance to amend Ordinance No. 11 of 2022 to correct typographical errors.

Seconded by Mr. Darby

No comment

Vote in favor of motion is unanimous

By: Mr. Williams

Motion to introduce an Ordinance to re-appropriate \$1,000,000 from the Walter O. Bigby Carriageway Phase I (formally U.S. Highway 80 Improvements - Traffic Street to Kelly Avenue) Project to the Walter O. Bigby Carriageway Phase II.

Seconded by Mr. Free

Discussion on item and need to re-appropriate money

Vote in favor of motion is unanimous

By: Mr. Smith

Motion to introduce an Ordinance to approve Report of Change Order 1, for the South Bossier Redevelopment Project, with an increase of 38 days.

Seconded by Mr. Williams

Discussion on item and timetable

Vote in favor of motion is unanimous

By: Mr. Free

Motion to introduce an Ordinance to approve Report of Final Change Order, for the City Wide Street Improvements -Phase III, with an increase of \$219,206.08, for a total contract price of \$1,002,754.08.

Seconded by Mr. Williams

Discussion on item
Vote in favor of motion is unanimous

By: Mr. Darby

Motion to introduce an Ordinance to approve Report of Final Change Order for the City Wide Street Improvements - Sidewalks, with an increase of \$4,283.67, for a total contract price of \$263,058.67.

Seconded by Mr. Smith

No comment

Vote in favor of motion is unanimous

The following Resolution offered and adopted:

RESOLUTION 11 Of 2022

A RESOLUTION AUTHORIZING THE HIRING OR PROMOTION OF A RECREATION SUPERVISOR AND BACKFILLING ANY POSITION THIS MAY CREATE FOR THE PARKS & RECREATION DEPARTMENT

WHEREAS, Ordinance No. 21 of 2018 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel; and

WHEREAS, the position of a Recreation Supervisor is vacant due to promotion, retirement, resignation or termination; and

WHEREAS, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to proceed with hiring procedures for the fulfillment of this position.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Jeff Free, and seconded by Mr. Vince Maggio, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION NO. 12 OF 2022

A RESOLUTION AUTHORIZING THE PROMOTION OF ONE E.M.S. SUPERVISOR DUE TO VACANCY FROM RETIREMENT:

WHEREAS, Ordinance No. 2 of 2010 implemented a hiring freeze requiring Bossier City Council approval for the hiring of any personnel;

WHEREAS, one vacancy exist in the Fire Department due to Retirement and filling this positions will allow operations to continue;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Bossier City, Louisiana, in regular and legal session convened, that the administration is authorized to replace one E.M.S. Supervisor position.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Jeff Free, and second by Mr. Vince Maggio, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION 13 Of 2022

A RESOLUTION AUTHORIZING THE HIRING OF A FULL TIME CLERK TYPIST POSITION DUE TO A RESIGNATION.

WHEREAS, Ordinance No. 21 of 2018 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel; and

WHEREAS, an Clerk Typist position is vacant in the Public Works Animal Control Division due to a resignation;

WHEREAS, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded.

NOW, THEREFORE, be it ordained the administration is hereby authorized to fill a Clerk Typist position in the Public Works Animal Control Division due to a resignation

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Brian Hammons, and seconded by Mr. Don Williams, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION NO. 14 OF 2022

A RESOLUTION AUTHORIZING THE HIRING OF A METER READER DUE TO A RESIGNATION IN THE CUSTOMER SERVICE DEPARTMENT

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment; and

WHEREAS, the Customer Service Department has an available position due to resignation of an employee; and

WHEREAS, this resignation provides for an opportunity to hire a replacement; and

WHEREAS, this action will have no impact on the existing budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to hire a Meter Reader, due to a resignation in the Customer Service Department, with no impact to the existing budget.

The above and foregoing Resolution, read in full at open and legal session convened, was on motion of Mr. Chris Smith and seconded by Mr. Don Williams, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none
ABSENT: none
ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION NO. 15 OF 2022

A RESOLUTION AUTHORIZING THE HIRING OF AN ACCOUNTS CLERK II DUE TO A RESIGNATION IN THE CUSTOMER SERVICE DEPARTMENT

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment; and

WHEREAS, the Customer Service Department has an available position due to resignation of an employee; and

WHEREAS, this resignation provides for an opportunity to hire a replacement; and

WHEREAS, this action will have no impact on the existing budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to hire an Accounts Clerk II, due to a resignation in the Customer Service Department, with no impact to the existing budget.

The above and foregoing Resolution, read in full at open and legal session convened, was on motion of Mr. Don Williams and seconded by Mr. Chris Smith, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio
NAYS: none
ABSENT: none
ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION 16 Of 2022

A RESOLUTION AUTHORIZING THE HIRING OF AN INFORMATION SERVICES SYSTEMS SPECIALIST DUE TO A RESIGNATION IN THE INFORMATION SERVICES DEPARTMENT

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment; and

WHEREAS, the Information Services Department has an available position due to resignation within the department: and

WHEREAS, this resignation provides for an opportunity to hire a replacement; and

WHEREAS, this action will have no impact on the existing budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to proceed to hire a Information Systems Specialist, due to a resignation in the Information System Department, with no impact to the existing budget.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Don Williams, and seconded by Mr. Chris Smith, and adopted on the 1st day of February, 2022, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

Don Williams, President

Phyllis McGraw, City Clerk

By: Mr. Williams

Motion to approve Bossier Parish Community Colleges reappointment of Steve Armitage as a representative for the Personnel Board with required referral letter from Bossier Parish Community College. Appointment effective Feb. 1, 2022 and expires Feb. 1, 2025.

Seconded by Mr. Maggio

Brief discussion on item

Vote in favor of motion is unanimous

By: Mr. Free

Motion to approve Parade Permit Fee Waiver for Stockwell Stallion Sprint, April 2, 2022

Seconded by Mr. Maggio

No comment

Vote in favor of motion is unanimous

Mayor updated that Tinsley Fields opening.

There being no further business to come before this Council, the meeting adjourned at 4:01 PM by Mr. Williams

Respectfully submitted:

Phyllis McGraw

City Clerk

Publish: February 9, 2022

Bossier Press Tribune