

AGENDA

Town of Cottonport

Meeting of the Mayor and Town Council
Cottonport Community Center * 939 Bryan Street
Monday, April 17, 2023 @ 6:00 P.M.

Pledge of Allegiance – Invocation – Call Meeting to Order

Agenda Item 1: That a motion and resolution be passed accepting the minutes of the previous regular meeting on Monday, March 20, 2023, as published.

Agenda Item 2 That a motion and resolution be passed accepting the minutes of the previous special meeting on Wednesday, April 5, 2023, as published.

PUBLIC COMMENTS

Agenda Item 3: On recommendation by Chief of Police Jennifer Lofton and approval of the Council Members to hire Christopher Hilliard as a, part-time Non-P.O.S.T. Police Officer effective **March 28, 2023**.

Agenda Item 4: On recommendation by Chief of Police Jennifer Lofton and approval of the Council Members to hire Cortravious Jenkins as a part-time Non-P.O.S.T. Police Officer effective **April 17, 2023**.

Agenda Item 5: On recommendation by Mayor William Scott,III and approval of the Council Members to give permission to Tillmon/AT&T to **build** a cell phone tower at 433 Choupique Lane with a completion date of December 1, 2023.

Agenda Item 6: On recommendation of Mayor William Scott,III and approval of the Council Members that a resolution be passed that requires any company needing to dig on any roads in the Town of Cottonport to obtain a building permit approved by the Mayor prior to digging. Additionally, a signature will be required from the company that holds the company responsible for the repairs of the town's roads to be completed within 30 days after digging.

Agenda Item 7: On recommendation of Mayor William Scott,III and approval of the Council Members to accept a proclamation acknowledging **April 2023** as Fair Housing Month in Louisiana (see proclamation attached).

Agenda Item 8: On recommendation of Mayor William Scott,III and approval of the Council Members to accept a proclamation acknowledging the week of **April 10-14, 2023** as Community Development Week in Louisiana (see proclamation attached).

Agenda Item 9: On approval of the Council Members, that a **motion and resolution** be passed setting the monthly salary for the Cottonport Mayor's Court Magistrate Chad Guillot.

Agenda Item 10: On **approval** of the **Council Members**, that a **motion** and **resolution** be passed setting the **monthly salary** for the Cottonport **Town Attorney Alissa Piazza**.

Agenda Item 11: That a **motion** and **resolution** be passed **approving the payment of Pay Register No. 9, March 2023, Invoices**.

Business: Mayor

Business: Chief of Police:

Business: Town Engineer

Business: Town Council

Agenda Item 12: There being no further business, the meeting is adjourned.

(Posted Friday, April 14, 2023 2:15 P.M.)

Cottonport Community Center * 939 Bryan Street * Cottonport, Louisiana 71327

April 17th Minutes

Mayor and Town Council of the Town of Cottonport, Louisiana met in regular session in the Council Chambers of the Town Community Center (KC-Hall) 939 Bryan Street, Cottonport, Louisiana on Monday, April 17, 2023 at 6:00 p.m.

PRESENT: Mayor: William Scott, III Mayor Pro Tem: Curtis Francisco
Town Council: Margaret Jenkins, Demple Prater, Kenneth Friels
Town Clerk: Ashley Augustine
Chief of Police: Jennifer Lofton

ABSENT:

Council Member: Spencer Guilbeau

After the pledge of allegiance to the flag and the invocation the meeting was called to order at 6:00 p.m.

Resolution 1: On motion by Demple Prater and seconded by Kenneth Friels that the minutes of the previous regular meeting of the Mayor and Town Council held Monday, March 20, 2023 be accepted as published. **Passed unanimously.**

Resolution 2: On motion by Margaret Jenkins and seconded by Demple Prater that the minutes of the previous special meeting of the Mayor and Town Council held Wednesday, April 5, 2023 be accepted as published. **Passed unanimously.**

PUBLIC COMMENTS:

Gloria Thomas-need to hire more officers to protect their homes from the juveniles on the street
Susan Prater-can't sleep due to the juveniles hanging around her house and throwing rocks at her house
Charles Matthews-have rental property; juveniles still hanging around tree; they need to be arrested
Taylor Lemoine-possible solution to juvenile issue positive diversion program that holds parents accountable

Resolution 3: On motion by Demple Prater and seconded by Kenneth Friels to hire Christopher Hilliard as a part-time Non-P.O.S.T Certified Police Officer effective March 28, 2023 **Passed unanimously.**

***Addition: All new police officers are hired on a 6-month probationary period.

Resolution 4: On motion by Margaret Jenkins and seconded by Curtis Francisco to hire Cortravous Jenkins as a part-time Non-P.O.S.T Certified Police Officer effective April 17, 2023 **Passed unanimously.**

***Addition: All new police officers are hired on a 6-month probationary period.

Resolution 5: On motion by Margaret Jenkins and seconded by Kenneth Friels to give permission to Tillman/AT&T to build a cell phone tower at 433 Choupique Lane with a completion date of December 1, 2023. **Passed unanimously.**

Resolution 6: On motion by Kenneth Friels and seconded by Margaret Jenkins that a resolution be passed which requires any company needing to dig on any roads in the Town of Cottonport to obtain a building permit approved by the Mayor prior to digging. Additionally, a signature will be required

from the company that holds the company responsible for the repairs of the town's roads to be completed within 30 days after digging. **Passed unanimously.**

Resolution 7: On motion by Curtis Francisco and seconded by Kenneth Friels to **accept** a proclamation acknowledging **April 2023** as **Fair Housing Month** in Louisiana (see proclamation attached) **Passed unanimously.**

Resolution 8: On motion by Demple Prater and seconded by Margaret Jenkins to **accept** a proclamation acknowledging the week of **April 10-14, 2023** as Community Development Week **Passed unanimously.**

Resolution 9: On motion by Curtis Francisco and seconded by Margaret Jenkins to give permission to set the monthly salary for the Cottonport Mayor's Court Magistrate Chad Guillot as **\$100** until further review of the budget. . **Passed unanimously.**

Resolution 10: On motion by Margaret Jenkins and seconded by Demple Prater to set the monthly salary for the Cottonport Town Attorney Alissa Piazza as **\$200** until further review of the budget. . **Passed unanimously**

Business: Chief of Police: officers need raises

Business: Town Council: **Kenneth Friels**-not enough patrolling is being done while officers are on duty.

Resolution 11: On motion by Margaret Jenkins and seconded by Curtis Francisco to approve the payment of Pay Register No. 8, February 2023, Invoices. **Passed Unanimously**

Resolution 12: On motion by Curtis Francisco and seconded by Kenneth Friels there being no further business, the meeting is **adjourned.** **Passed unanimously.**

***** ADDED AGENDA ITEMS *****

Resolution 13: On motion by Margaret Jenkins and seconded by Kenneth Friels to add an item to agenda that the Town of Cottonport informs the Louisiana Department of Environmental Quality that the following actions were taken by the Council Members:|

1. Resolved to prepare the Municipal Water Pollution Prevention environmental Audit Report for January 2022 to December 2022 which is attached t the resolution.
2. Set forth the following actions necessary to maintain permit requirements contained in the Louisiana Pollution Discharge Elimination System (LPDES) permit, Number LA 0040126.
 - A. To continue being good environmental stewards by maintaining our wastewater treatment lant and continuing required analytical analysis in accordance with our current LDEQ permit, including monthly monitoring of influent CBOD.

Resolution 14: On motion by Curtis Francisco and seconded by Demple Prater to pass a resolution that the Town of Cottonport informs the Louisiana Department of Environmental Quality that the following actions were taken by the Council Members:|

1. Resolved to prepare the Municipal Water Pollution Prevention environmental Audit Report for January 2022 to December 2022 which is attached t the resolution.
2. Set forth the following actions necessary to maintain permit requirements contained in the Louisiana

Pollution Discharge Elimination System (LPDES) permit, Number LA 0040126.

A. To continue being good environmental stewards by maintaining our wastewater treatment plant and continuing required analytical analysis in accordance with our current LDEQ permit, including monthly monitoring of influent CBOD.