

# AGENDA

## Town of Cottonport

Meeting of the Mayor and Town Council  
Cottonport Community Center \* 939 Bryan Street  
Monday, December 18, 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, November 20, 2023** as published.

### **PUBLIC COMMENTS:**

**Agenda Item 2:** On **recommendation** of the **Mayor** and **approval** of the **Council Members** to **change** the date of the regular scheduled council meeting from **Monday, January 15, 2023** to **Tuesday, January 16, 2023** due to the observance of **Martin Luther King Day, Jr.**

**Agenda Item 3:** On **recommendation** of **Cottonport Volunteer Fire Department (CVFD)** and **approval** of the **Mayor William Scott, III** and the **Council Members** that the following be **confirmed**:

Chris Lemoine-Fire Chief  
Michael Ducote-Asst Fire Chief  
Stephen Malliet-Secretary/Treasurer  
Glenn Normand-Captain  
Lance Normand-Captain  
Neal Dauzat-Captain  
Kevin Nicholson-Captain

**Agenda Item 4:** On **recommendation** of **Mayor William Scott, III** and **approval** of the **Council Members** to **select** a project and **submit** an application for **LGAP FY 2023/2024** with the assistance of **Pan American Engineers, LLC.** (Resolution attached).

**Agenda Item 5:** On **recommendation** of **Mayor William Scott, III** and **approval** of the **Council Members** to **select** a project and **submit** an application for **CWEF FY 2023/2024** with the assistance of **Pan American Engineers, LLC.** (Resolution attached).

**Agenda Item 6:** On **recommendation** of **Mayor William Scott, III** and **approval** of the **Council Members** to **adopt** an **ordinance** related to **town vehicles.** A **public hearing** was held at **5:15 p.m.** at the Cottonport Community Center located at 939 Bryan Street, Cottonport, LA 71327 for the said ordinance.

**Agenda Item 7:** On **recommendation** of the **Council Members** and **approval** of **Mayor William Scott, III** to **adopt** an amendment to an ordinance to Town Council Compensation. A **public hearing** was held at **5:30 p.m.** at the Cottonport Community Center located at 939 Bryan Street, Cottonport, LA 71327 for the said ordinance.

RESOLUTION

BY

TOWN OF COTTONPORT, LOUISIANA

WHEREAS, the Town of Cottonport has been informed that the State of Louisiana, Division of Administration, Office of Community Development will be accepting applications for the FY 2023/2024 Community Water Enrichment Fund (CWEF).

NOW THEREFORE BE IT RESOLVED, that the Mayor is hereby authorized to submit an Application under the Community Water Enrichment Fund (CWEF) for \_\_\_\_\_ and he is hereby authorized to execute all assurances and certifications required for submission of the application; and,

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to work with the Town Engineer, Pan American Engineers, LLC, on the development of the CWEF Application.

Passed, approved and adopted by the Mayor and Town Council of the Town of Cottonport, State of Louisiana, on this 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
William "Scotty" Scott, III, Mayor

\_\_\_\_\_  
Ashley Augustine, Town Clerk

CERTIFICATE

I, Ashley Augustine, Clerk of the Town of Cottonport, Louisiana, do hereby certify that the above and foregoing constitutes a true and correct copy of a Resolution passed and adopted by the Mayor and Town Council of the Town of Cottonport on the 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Ashley Augustine, Town Clerk

RESOLUTION

BY

TOWN OF COTTONPORT, LOUISIANA

WHEREAS, the Town of Cottonport has been informed that the State of Louisiana, Division of Administration, Office of Community Development will be accepting applications for FY 2023/2024 Local Government Assistance Program (LGAP);

NOW THEREFORE BE IT RESOLVED, that the Mayor is hereby authorized to submit an LGAP Application for \_\_\_\_\_ and to execute all assurances and certifications required for the application; and,

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to work with the Town Engineer, Pan American Engineers, LLC on the development of the LGAP Application; and,

Passed, approved and adopted this 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
William "Scotty" Scott, III, Mayor

\_\_\_\_\_  
Ashley Augustine, Town Clerk

CERTIFICATE

I, Ashley Augustine, Clerk of the Town of Cottonport, Louisiana, do hereby certify that the above and foregoing constitutes a true and correct copy of a Resolution passed and adopted by the Mayor and Town Council of the Town of Cottonport on the 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Ashley Augustine, Town Clerk

<b>ACCOUNTS PAYABLE</b>		<b>PAY REGISTER #5</b>	
<b>NOV. INVOICES</b>		<b>DATE CHECKS CUT</b>	<b>12/19/2023</b>
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
<b>FUND 10 POLICE DEPARTMENT</b>			
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
5417	POLICE FUEL	ST. ROMAIN OIL	\$2,979.17
5417	FUEL VEHICLES	E-Z SHOP	\$150.77
5409	AMMO	LYNN PEAVEY CO	\$159.64
5411	LACP 2024 DUES	LA ASSN OF CHIEFS OF POLICE	\$50.00
5406	FLAT TIRE REPAIR	S&R TIRE & LUBE	\$20.00
5411	POLICE SUPP.UPDATES NOV	MICHEL&PRATT	\$150.00
5406	REPAIR UNMARKED UNIT	TD EXHAUST & TIRE	\$100.00
5406	REPAIR UNMARKED UNIT	TD EXHAUST & TIRE	\$75.00
<b>TOTAL</b>	<b>POLICE</b>	<b>POLICE DEPARTMENT TOTAL:</b>	<b>\$3,684.58</b>
<b>MAYOR'S COURT DEPARTMENT</b>			
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
5203	PRISON RATIONS-MAY 2019	AVOYELLES PARISH SHERIFF'S OFFICE	
5221	NEW PC (2 INV)	COMPUTERS 911	
5222	XMAS SHIRT (DEBRA)	LACOMBE CUSTOM MONOGRAMMING	
5206	POLICE GEAR	GUIDRY'S UNIFORM(DONATED FUNDS)	
5201	MAGISTRATE FEES	CHAD GUILLOT	\$300.00
5219	BAILIFF		
<b>TOTAL</b>	<b>MAYOR'S COURT</b>	<b>MAYOR'S COURT DEPT TOTAL:</b>	<b>\$300.00</b>
<b>FUND 10 STREET DEPARTMENT</b>			
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
5318	FUEL LAWNMOWERS	E-Z SHOP	\$50.00
5318	REPAIR LAWN MOWER	SCOTT EQUIPMENT	\$838.86
5306	DISP. GLOVES	USA BLUEBOOK	\$284.80
5304	REPAIR BACKHOE DRIVE SHAFT	S&J TRACTOR	\$275.00
5306	WD-40	WESTERN AUTO	\$25.98
5306	BATTERYDRILL/GRINDER	CAPITAL ONE TRADE (SCOTT'S ACE HDWR)	\$417.00
5306	ZIP TIES	CAPITAL ONE TRADE (SCOTT'S ACE HDWR)	\$19.90
5306	FASTENERS	CAPITAL ONE TRADE (SCOTT'S ACE HDWR)	\$31.28
<b>TOTAL</b>	<b>STREET</b>	<b>STREET DEPARTMENT TOTAL:</b>	<b>\$1,942.82</b>
<b>FUND 10 TOWN DEPARTMENT</b>			
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
5104	LEGAL SERVICESOCT.RENDERED	ALLSSA PIAZZA-TASSIN	\$1,687.50
5106	TOWN TAX ROLL FOR 2024	AVOYELLES PARISH ASSESSOR	\$150.00
5107	MAYOR/POLICE JURY MEETING	UNCLE LEE'S #2	\$36.66
5107	COFFEE & SUPPLIES	COMMUNITY COFFEE	
5122	XEROX COLOR COPIER BASE	XEROX	\$39.42
5136	COLOR PAYABLE PRINTS	XEROX	\$12.06
5136	BLACK BILLABLR PRINTS	XEROX	\$3.84
5111	WEBSITE RENEWAL	ALLISON LACOMBE	\$208.00
5112	LRWA 2024 DUES	LA RURAL WATER ASSN	\$375.00
5117	KC HALL BLDG KEYS	CAPITAL ONE TRADE (SCOTT'S ACE HDWR)	\$30.36
5110	POSTAGE	PITNEY BOWES GLOBAL FINANCIAL SERVICES	\$49.06
5110	POSTAGE LEASE-4TH QTR 2023	PITNEY BOWES GLOBAL FINANCIAL SERVICES	\$197.70
5123	CHRISTMAS LIGHTS-6 BOXES	ELLIOTT ELECTRIC SUPPLY	\$168.00
5114	TELEPHONE/INTERNET-NOV	CONTERRA NETWORKS	\$372.17
5107	RADIO HOLIDAY GREETINGS	KLIL	\$85.00
5107	REINSTALL CSDC	MONETACODE (formerly CSDC)	\$50.00
5110	CASE PRINT PAPER	MAIN STREET PRINTING	\$119.98
5112	RR RIGHT OF WAY-ANNUAL	DEPT OF TRANSPORTATION	\$50.00
5135	LG TRASH BAGS	C/C CHEMICAL	\$22.75

5135	TISSUE/SANITIZER/BLEACH/BAGS	C/C CHEMICAL	\$221.95
5135	BLACK TRASH BAGS	C/C CHEMICAL	\$63.75
5104	CONTRACT/CONVEY. BOOK	CLERK OF COURT AVOYELLES PARISH	\$310.00
5107	THANKSGIVING LUNCH	UNCLE LEE'S #2	\$257.74
5122	XEROX RENTAL PAYMENTS	XEROX	\$406.77
5138	REPAIR PORCH ROOF	ROBERT LEMOINE	\$384.67
5306	HAMMER/STOPS	ROBERT LEMOINE	\$27.15
<b>TOTAL</b>	<b>TOWN HALL</b>	<b>TOWN HALL EXPENSE TOTAL:</b>	<b>\$5,329.53</b>
		<b>TOWN FESTIVAL EXPENSE</b>	
<b>FUND 10</b>		<b>BUILDING REPAIR</b>	
<b>FUND 10</b>		<b>NEW EQUIPMENT</b>	
<b>FUND#10</b>		<b>HEALTH &amp; SANITATION</b>	
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
5107	FRONT LOAD-TOWN HALL	WC OF LOUISIANA-ALEX HAULING DIV	\$461.75
5219	FRONT LOAD COMM CENTER	WC OF LOUISIANA-ALEX HAULING DIV	\$75.64
5113	PEST CONTROL TOWN HALL	VERMIN VADERS	\$37.50
5117	PEST CONTROL COMM CENTER	VERMIN VADERS	\$37.50
5137	PEST CONTROL ANNEX(POLICE)	VERMIN VADERS	\$37.50
5108	PEST CONTROL MUSEUM	VERMIN VADERS	\$37.50
		<b>HEALTH &amp; SANITATION TOTAL</b>	<b>\$687.39</b>
<b>FUND #</b>		<b>FIRE DEPARTMENT</b>	
<b>ACCT #:</b>	<b>DESCRIPTION</b>	<b>COMPANY NAME</b>	<b>COST</b>
5601	PEST CONTROL	GAILLARD PEST CONTROL	\$40.00
5504	FUEL	BAYOU EXPRESS	
5504	FUEL	WASH -N- GO SHELL (St. Romain Oil Co)	
5504	FUEL	ST ROMAIN OIL	\$77.00
<b>TOTAL</b>	<b>FIRE</b>	<b>FIRE DEPARTMENT TOTAL:</b>	<b>\$117.00</b>
		<b>GENERAL FUND ACCOUNT</b>	<b>\$11,761.32</b>
		<b>BUILDING REPAIR</b>	<b>\$0.00</b>
		<b>NEW EQUIPMENT</b>	<b>\$0.00</b>
<b>GRAND TOTAL TO TRANSFER TO AP:</b>			
\$23,135.59		<b>TOTAL GEN. FUND ACCT TO TRANSFER</b>	<b>\$11,761.32</b>
<b>GRAND TOTAL UNPAID INVOICES:</b>		Check #	
\$23,135.59		<b>MAYOR'S COURT ACCT</b>	<b>\$300.00</b>
		PREPAID AP THRU SYS	
		<b>MAYOR'S COURT ACCT TO TRANSFER</b>	<b>\$300.00</b>
		Check #	
		<b>FESTIVAL ACCOUNT TO TRANSFER</b>	
		Check #	
		<b>PARK ACCOUNT TO TRANSFER</b>	<b>\$0.00</b>
		Check #	
		<b>TOTAL UNPAID GF</b>	<b>\$12,061.32</b>

**DO AP TRANSFER CHECKS FOR EACH FUND AND DEPOSIT SLIP**

**WATER DEPARTMENT**

ACCOUNTS PAYABLE  
NOV.2023

PAY REGISTER #5  
DATE CHECKS CUT 12/19/2023

ACCT # :	DESCRIPTION	NAME COMPANY	COST
5118	TEST WELLS	CHARLES R. HENRY	100.00
5124	FUEL WATER VEHICLES	E-Z SHOP	440.85
5121	LOCATOR SVC-NOV	LA ONE CALL	35.76
5105	CHLORINE CYLS	HAWKINS	1,221.30
5106	REPAIR VALVE-2009 CHEV COLO	CENTRAL TRUCK OF MARKSVILLE(NAPA)	79.99
5104	4 3/4 COUPLING	COBURN'S OPELOUSAS	14.54
5104	10" REPAIR CLAMP	COBURN'S-PINEVILLE	318.73
5104	10" COUPLING	COBURN'S-PINEVILLE	726.85
5104	10" REPAIR CLAMP	COBURN'S-PINEVILLE	318.73
5104	METER BOX/WASHERS	COBURN'S	179.00
5104	CLAMPS/SADDLE	COBURN'S	753.66
5106	RD SVC REPAIR VEHICLE	BORDELON TIRE	839.00
5104	GASKETS/PIPE	LAFAYETTE WINWATER WORKS CO	480.96
5106	OIL	MOREAUVILLE PARTS HOUSE	118.59
5122	PROJECT # 198360	CENLA ENVIRONMENTAL SCIENCE	638.79
5105	CHLORINE CYLINDER	HAWKINS,LLC	40.00
5105	CHLORINE CYLINDER	HAWKINS,LLC	30.00
5105	CHLORINE CYLS	HAWKINS	977.94
5107	WATER SYSTEM MAINTENANCE	JOSEPH LEMOINE,III	800.00
5124	FUEL FOR MILEAGE	JOSEPH LEMOINE,III	93.75
5104	DISP GLOVES	USA BLUEBOOK	254.37
5105	DPD	USA BLUEBOOK	378.94
5105	REAGENTS	USA BLUEBOOK	322.36
5104	HACH DPD	USA BLUEBOOK	278.34
5209	REAGENTS	USA BLUEBOOK	111.16
5104	COUPLER	USA BLUEBOOK	110.95
5104	COUPLER REFUND	USA BLUEBOOK	(110.95)
		<b>WATERWORKS OP &amp; MT TOTAL:</b>	<b>9,553.61</b>
<b>FUND 70</b>		<b>NEW EQUIPMENT</b>	
ACCT # :	DESCRIPTION	NAME COMPANY	COST
<b>TOTAL</b>	<b>WATER</b>	<b>NEW EQUIPMENT TOTAL</b>	<b>0.00</b>

<b>TOTAL WATER</b>	<b>9,553.61</b>
PREPAID AP THRU SYS	
<b>TOTAL WATER TO TRANSFER</b>	<b>9,553.61</b>

Check #

**SEWER DEPARTMENT**

**ACCOUNTS PAYABLE  
NOV.2023 INVOICES**

**PAY REGISTER #5  
DATE CHECKS CUT 12/19/2023**

ACCT # :	DESCRIPTION	NAME COMPANY	COST
5220	FUEL	E-Z SHOP	\$608.40
5205	SULF.DIOXIDE CYL	HAWKINS, INC.	\$80.00
5205	SULFUR DIOXIDE REFUND	HAWKINS, INC.	-\$397.80
5204	MONITOR/SOCKET	USA BLUEBOOK	\$226.74
5204	FLOAT SWITCH	USA BLUEBOOK	\$709.57
5220	FUEL FOR MILEAGE	JOSEPH LEMOINE, III	\$93.75
5207	SEWER SYSTEM MAINTENANCE	JOSEPH LEMOINE, III	\$200.00
5209	UTIL BILLS PRINTED	PEREGRINE CORP	
<b>TOTAL</b>	<b>SEWER</b>	<b>WASTEWATER OP &amp; MT TOTAL:</b>	<b>\$1,520.66</b>

FUND 70	DESCRIPTION	NAME COMPANY	COST
<b>TOTAL</b>	<b>WATER</b>	<b>NEW EQUIPMENT TOTAL</b>	<b>\$0.00</b>

<b>TOTAL SEWER</b>	<b>\$1,520.66</b>
PREPAID AP THRU SYS	
<b>TOTAL SEWER TO TRANSFER</b>	<b>\$1,520.66</b>

Check #