

**OFFICIAL MINUTES OF THE CITY COUNCIL
CITY OF THIBODAUX
CITY HALL
THIBODAUX, LOUISIANA
FEBRUARY 20, 2024**

The City Council of the City of Thibodaux assembled in regular session at its regular meeting place, City Hall, 310 West 2nd Street, Thibodaux, Louisiana, on Tuesday, February 20, 2024 at 5:00 P.M.

There were present: Councilwoman Crochet, Councilmen Richard, Taylor and Naquin.

There were also present: Mayor Kevin Clement and Beau Brooks.

Absent: Councilman Mire.

The minutes of the February 6, 2024 City Council Meeting were approved as written.

The Monthly Financial Report was presented as required by the State's Agreed-Upon Procedures for January 2024.

Councilman Richard read a proclamation honoring Mr. Norris Morvant for his 100th birthday, as well as, his accomplishments throughout his 100 years. The Mayor declared Wednesday, February 21, 2024 as Norris J. Morvant Centennial Year Day.

The City has requested that Duplantis Design Group prepare a professional services agreement for the preparation of preliminary plan packages, including project layout and cost estimates, for the Acadia Road Pedestrian Improvements Project. These plan packages will be utilized in the preparation of grant applications being filed for funding through the Safe Routes to Public Places Program.

The proposed agreement stipulates that Duplantis Design Group will perform the grant funding application services for a fee of \$6,500.00.

On motion of Councilman Richard, seconded by Councilman Taylor, the Council voted on a resolution to authorize the Mayor to sign a professional services agreement with Duplantis Design Group for grant assistance for the Acadia Road Pedestrian Improvements Project. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

RESOLUTION NO. 2537

***A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A
PROFESSIONAL SERVICES AGREEMENT WITH DUPLANTIS
DESIGN GROUP FOR GRANT ASSISTANCE FOR THE ACADIA
ROAD PEDESTRIAN IMPROVEMENTS PROJECT***

BE IT RESOLVED by the City Council of the City of Thibodaux in regular session assembled, that;

WHEREAS, the City will be applying for grant funding through the Safe Routes to Public Places Program to help with the costs of the Acadia Road Pedestrian Improvements Project; and

WHEREAS, in order to apply for grant funding, the City needs to have

prepared plan packages to include overall project layout, and cost estimate for this project; and

WHEREAS, the Mayor has selected Duplantis Design Group to provide grant funding application assistance services for this project for a fee of \$6,500.00; and

WHEREAS, it is necessary to execute a contract with the said engineering firm for the services to be rendered in conjunction with this project.

NOW, THEREFORE BE IT RESOLVED by the City Council that the Mayor be and is hereby authorized to sign a professional services agreement with Duplantis Design Group for the aforementioned projects.

BE IT FURTHER RESOLVED that a copy of the said contract is attached hereto as "Exhibit A" and thereby made a part hereof.

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

And the above resolution was declared adopted this 20th day of February 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

T. Baker Smith, has submitted Change Order No. 1 for the drainage improvements being done on Midland Drive, Caroline Street, and Hickory Street.

This change order is needed to adjust the scope of work by increasing plan quantities of existing pay items and add additional pay items to address issues that arose during construction. The proposed change order increases the contract amount by \$150,400.00, making the total contract amount \$2,111,451.00 Therefore, it would be appropriate to consider the adoption of a resolution approving the said change order

On motion of Councilman Richard, seconded by Councilman Taylor, the Council voted on a resolution to authorize the Mayor to sign Change Order No. 1 with Byron E. Talbot Contractor, Inc. for the Midland Drive, Caroline Street, and Hickory Street Drainage Improvement Project. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

After the vote, Philip Chauvin, 132 South Point Drive, Houma, LA, addressed the Council on behalf of T. Baker Smith informing them that the Change Order amount had been revised because additional items had been added.

The Council had a brief discussion and adopted a unanimous motion rescinding the vote for Item F-2 so that the Change Order could be corrected and reviewed by the Council for the next meeting.

Process and Controls has notified the City that the North Canal Blvd/MLK Water Tower Painting Project is substantially complete in accordance with all contract documents and specifications. The project was completed by Utility Service Co.

It is necessary for the Council to consider the adoption of a resolution of substantial completion which will commence the 45 day lien period on this contract.

On motion of Councilwoman Crochet, seconded by Councilman Richard, the Council voted on a resolution of substantial completion for the contract with Utility Service Co. for the North Canal Boulevard/MLK Water Tower Painting Project. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

RESOLUTION NO. 2538

BE IT RESOLVED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the City of Thibodaux entered into a contract with Utility Service Co. dated June 7, 2023 for the North Canal Boulevard/MLK Water Tower Painting Project; and

WHEREAS, the work under the aforementioned contract was substantially complete in accordance with the plans and specifications by the contractor on January 15, 2024; and

WHEREAS, a final inspection was conducted by representatives of the City and the Project Engineer; and

WHEREAS, all work was found to be satisfactory for acceptance with respect to the application for payment by the contractor less and except any items included on a punch list.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Thibodaux in regular session on February 20, 2024 that the work under the aforementioned project be and is hereby accepted as substantially complete on the date hereinbefore specified.

BE IT FURTHER RESOLVED that the Council Administrator is hereby authorized to file with the Clerk of Court of the Parish of Lafourche, the Certificate of Substantial Completion in order to commence the 45-day lien period.

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

And the above resolution was declared adopted this 20th day of February 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

Annually, the Louisiana State Legislative Auditor requires that the City complete a Louisiana Compliance Questionnaire.

The questionnaire is completed by the Finance Director and her staff and then submitted to our auditors for review before final submission to the Legislative Auditor's Office.

On motion of Councilwoman Crochet, seconded by Councilman Taylor, the Council voted on a resolution approving and adopting the Louisiana Compliance Questionnaire for the Fiscal Year Ending December 31, 2023. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

RESOLUTION NO. 2539

BE IT RESOLVED by the City Council of the City of Thibodaux in regular session assembled that:

WHEREAS, the Office of the Legislative Auditor of the State of Louisiana has presented to the City Administration a Louisiana Compliance Questionnaire to be completed by the Administration of the City of Thibodaux; and

WHEREAS, it is required by that office that the questionnaire be presented and adopted by the governing authority of the City of Thibodaux by means of the adoption of a resolution; and

WHEREAS, the Administration has assured the City Council that the Louisiana Compliance Questionnaire has been completed in accordance with applicable law and that all the answers are true and correct to the best of their knowledge.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Thibodaux that the Louisiana Compliance Questionnaire attached hereto as Exhibit "A" is hereby approved and adopted as the Louisiana Compliance Questionnaire of the City of Thibodaux for the year 2023.

The above resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

And the above resolution was declared adopted this 20th day of February 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

Councilman Richard introduced an ordinance to authorize the Mayor to execute a Right-of-Way Agreement with Entergy Louisiana, LLC for the construction of electrical power service for the LWIN Tower Project at the North Thibodaux Wastewater Treatment Plant.

Councilwoman Crochet introduced an ordinance to authorize the Mayor to execute a Cooperative Endeavor Agreement with South Central Planning and Development Commission for permitting software license and service agreement.

Councilman Taylor introduced an ordinance to authorize the Mayor to execute a Cooperative Endeavor Agreement with Lafourche Parish Government for plan review and construction inspections for the City of Thibodaux.

The Public Hearing on these ordinances will be held at the Council meeting on March 5, 2024.

Councilman Richard introduced an ordinance to amend and re-enact Section 507 Table 5.5 of the Thibodaux Zoning Ordinance-Industrial District Permitted Uses and Special Exceptions-Manufactured Housing in I-2 Zones.

Councilman Taylor introduced an ordinance to amend the Official Zoning Map in accordance with Section 104 of the Thibodaux Zoning Ordinance to change the zoning classification for a tract of property from an R2 district to an R3 district-1227 President Street.

Councilwoman Crochet introduced an ordinance to approve a special exception request in accordance with Section 307 of the Thibodaux Zoning Ordinance in order to allow a personal services establishment in an R3 zoning district-1227 President Street (Hair Salon).

The Public Hearing on these ordinances will be held at the Council meeting on March 19, 2024.

The Finance Director has prepared Budget Amendment I to the 2024 budget at the request of Mayor Clement.

The budget amendment is being proposed in order to update the revenues and expenses for certain projects that were not included in the 2024 budget.

On motion of Councilman Richard, seconded by Councilwoman Crochet, the Council voted on an ordinance to amend Ordinance No. 3319 “Appropriation Ordinance for the Year 2024” – Supplemental Appropriation I. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin
NAYS: None
ABSTAINED: None
ABSENT: Mire

ORDINANCE NO. 3327

***AN ORDINANCE TO AMEND ORDINANCE NO. 3319
“APPROPRIATION ORDINANCE FOR THE YEAR 2024”-
SUPPLEMENTAL APPROPRIATION I***

BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, Article VI, Section 1 of the Thibodaux City Charter indicates that the appropriation ordinance shall contain appropriations of the expenditures for each City Department; and

WHEREAS, Ordinance No. 3319 adopted by the City Council on December 5, 2023 approved appropriations for the 2024 Budget by line item; and

WHEREAS, Article VI, Section 2 of the Thibodaux City Charter reads in part, "If during the fiscal year the Mayor certifies that there are available for appropriation, revenues in excess of those estimated in the budget, the Mayor may present a supplemental appropriation ordinance for the disposition of such revenues; and the Council may adopt it."

NOW, THEREFORE BE IT ORDAINED, that in accordance with Article VI, Section 2 of the Thibodaux City Charter, that the following items as indicated are

amended in accordance with the recommendations of the Mayor:

(Exhibit "A")

The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

And the above ordinance was declared adopted this 20th day of February 2024.

/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.

/s/ Mike Naquin
Mike Naquin, President

The Diocese of Houma Thibodaux has agreed to grant the City a thirty (30') foot drainage servitude along four hundred fifty (450') of their property adjacent to the ROW obtained from Levert Land Company for the parking area and BCA School Roadway near Andolsek Park.

On motion of Councilwoman Crochet, seconded by Councilman Taylor, the Council voted on an ordinance to authorize the Mayor to execute a Servitude Agreement with the Roman Catholic Church of the Diocese of Houma-Thibodaux for a drainage servitude on property located east of North Canal Boulevard and south of Levert Road. Upon roll call the vote was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

ORDINANCE NO. 3328

***AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A
SERVITUDE AGREEMENT WITH THE ROMAN CATHOLIC CHURCH OF
THE DIOCESE OF HOUMA-THIBODAU FOR A DRAINAGE
SERVITUDE ON PROPORETY LOCATED EAST OF NORTH CANAL
BOULEVARD AND SOUTH OF LEVERT ROAD***

BE IT ORDAINED by the City Council of the City of Thibodaux in regular session assembled, that:

WHEREAS, the City executed a Right-of-way Agreement with J.B. Levert Land Company for property located on North Canal Boulevard, south of Levert Road for the purpose of constructing a parking area for Andolsek Park, and a roadway for BCA School; and

WHEREAS, in order to provide access for the construction and maintenance of drainage for this ROW area, the City must execute a Servitude Agreement with the adjacent property owners, the Roman Catholic Church of the Diocese of Houma-Thibodaux, for a thirty (30') foot drainage servitude for a distance of four hundred and fifty (450') feet; and

WHEREAS, the Council must authorize the execution of the servitude agreement by the adoption of an appropriate ordinance.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of

Thibodaux that the Mayor is hereby authorized to execute a drainage servitude agreement with the Roman Catholic Church of the Diocese of Houma-Thibodaux as outlined above.

***BE IT FURTHER ORDAINED* that a copy of the servitude agreement is attached hereto as Exhibit "A" and thereby made a part hereof.**

The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: Crochet, Richard, Taylor, Naquin

NAYS: None

ABSTAINED: None

ABSENT: Mire

And the above ordinance was declared adopted this 20th day of February 2024.

**/s/ Jennifer Morvant
Jennifer Morvant, Council Adm.**

**/s/ Mike Naquin
Mike Naquin, President**

There being no further business the meeting was adjourned.

Jennifer Morvant, Council Adm.

Mike Naquin, President