

MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF ST. MARTINVILLE, LOUISIANA
HELD ON THE 16th DAY OF JANUARY 2024.

The Mayor and City Council of the City of St. Martinville, Louisiana met in Regular Session on the 16th day of January 2024 at City Hall, their regular meeting place, pursuant to the call of the Mayor.

THERE were present: Jason Willis, Mayor

Mike Fuselier, Councilman

Carol Frederick, Councilman

Jonas Fontenette, Councilman

Janise Anthony, Councilman

Flo Chatman, Councilman

Allan L. Durand, City Attorney

THERE were absent: None

Mayor Jason Willis presiding called the meeting to order.

It was moved by Jonas Fontenette duly seconded by Mike Fuselier and unanimously carried that the minutes of the regular meeting held December 18, 2023, hereby be approved for publication in the Teche News, the Official Journal of the City of St. Martinville.

Upon motion of Mike Fuselier duly seconded by Flo Chatman and unanimously carried that the bills to be paid by the City Finance Committee hereby be approved for payment.

CAO Avis Gutekunst presented the Mayor and Council the November financials with comparative of actual budget.

Mayor Willis informed the council of Lora Broussard's retirement from the Police Department with 43 years of service and Mark Guirard's retirement from the Public Works Department with 36 years of service. A plaque of appreciation will be presented to each one with their departments.

It was moved by Mike Fuselier duly seconded by Flo Chatman and unanimously carried that permission be granted to hold the 7th Annual Mardi Gras Festival at the Festival Grounds on Saturday, February 10th. The organization will meet with Chief Martin to work out details to hold the event in accordance with the existing Ordinance regarding festivals on public property. The organization further stated that alcohol will not be served at the event.

Upon recommendation of Chief Ricky Martin, it was moved by Carol Frederick duly seconded by Mike Fuselier and unanimously carried that the employment status of Quincy Castille be changed from non-post certified to post certified with a pay rate of \$16.57 per hour. This change will be backdated retroactive to his graduation date which was November 17, 2023.

Upon recommendation of Chief Ricky Martin, it was moved by Jonas Fontenette duly seconded by Janise Anthony and unanimously carried that Shekia Garrick be hired as Secretary of Chief of Police with a pay rate of \$16.35 per hour.

It was moved by Flo Chatman duly seconded by Mike Fuselier and unanimously carried that the employment status of David Thomas be changed from Carpenter/Concrete Finisher to Head Mechanic with a pay grade of 113 +3% +\$1.00 on call (\$23.00/hr), effective January 10, 2024.

It was moved by Mike Fuselier duly seconded by Janise Anthony and unanimously carried that the employment status of Gilbert St.Julien be changed from Wastewater Repairer to Floater with a pay grade of 108 +4% +\$1.00 on call (\$15.74/hr), effective January 10, 2024.

Upon motion of Mike Fuselier duly seconded by Carol Frederick and unanimously carried that the following Corporate Authorization Resolution hereby be adopted:

Corporate Authorization Resolution

This is to certify: That a meeting of the Mayor and City Council of the City of St. Martinville, LA, duly called and held on January 16, 2024, the following resolution was adopted:

RESOLVED, that an investment account be opened and all checks of this corporation drawn on any bank and orders for transfers or withdrawal of funds of this corporation on deposit in said Bank, in whatever form, shall be signed by either two of the following representatives:

Jason Willis, Mayor
Avis D. Gutekunst, Chief Administrative Officer
Katy Bujard

BE IT FURTHER RESOLVED, that La Asset Management Pool, Inc is hereby authorized and directed to honor and pay any checks so drawn as above set forth, whether or not such checks be payable to the order of one of the foregoing persons either in his individual or official capacity or deposited to his individual credit.

IN WITNESS WHEREOF, I have hereunto affixed by name as Clerk and have caused the corporate seal of said corporation to be hereto affixed this 16th day of January, 2024.

I, Lorrie M. Poirier, Clerk of said corporation, do hereby certify that the foregoing is a copy of the resolution passed as therein set forth.

Clerk

CFO Avis Gutekunst updated the Mayor and Council on the following 2023 Audit Finding and the corrective action taken:

Bank Reconciliation – Balanced in timely manner/date stamped/sign off on statement

Credit Cards – Attach backup for all transactions

Budge to Actuals – presented in a timely manner to Mayor and council

It was moved by Mike Fuselier duly seconded by Flo Chatman and unanimously carried that Mayor Willis be authorized to proceed with inspection of Maison Duchamp and negotiation for the terms of contract with Maris Stella Classical Academy.

It was moved by Mike Fuselier duly seconded by Flo Chatman and unanimously carried that Mayor Willis be authorized to sign contract with St. Martin Parish Sheriff's Office for one crew to aid in picking up trash, debris, waste, etc.

Dustin Cravins of LaLouisianne updated the council on the work being performed by the firm, such as, the creation of a master plan, request for \$8.9 million capital outlay funding, economic development, grant opportunities and assistance with Christmas on the Bayou.

Councilwoman Flo Chatman exited the meeting.

Mayor Willis informed the council that a contract was created for the use of the Festival Grounds. Councilman Fuselier requested a committee be created to work on said contract. It was moved by Mike Fuselier duly seconded by Carol Frederick that the committee consist of two councilmembers, CRT Director Danielle Fontenette and a member of each of the following organizations: Chamber, Main Street, Newcomers, Police Department, Kiwanis, Rotary and SMP SO. The committee will be ratified at the next council meeting.

There being no further business to come before the Mayor and City Council, Mayor Willis adjourned the meeting upon motion of Janise Anthony and duly seconded by Mike Fuselier.

JASON WILLIS, MAYOR

ATTEST:

LORRIE M POIRIER, CITY CLERK