

MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF ST. MARTINVILLE, LOUISIANA
HELD ON THE 3rd DAY OF SEPTEMBER 2024.

The Mayor and City Council of the City of St. Martinville, Louisiana met in Regular Session on the 3rd day of September 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.

Mayor Willis reviewed the procedures for public comments during the Council meetings.

It was moved by Mike Fuselier duly seconded by Janise Anthony and unanimously carried that the minutes of the regular meeting held August 19, 2024 hereby be approved for publication in the Teche News, the Official Journal of the City of St. Martinville.

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

Councilman Mike Fuselier stated that Mayor Willis covered the procedures for public comments during the council meeting at the opening of this meeting; therefore, there was no need to discuss his agenda items to discuss meeting procedures.

St. Martin Garden Club's request for permission to hold the club's annual Tour of Homes was postpone until the next council meeting due to a conflict in Ms. Monique McBride's schedule.

It was moved by Mike Fuselier duly seconded by Janise Anthony and unanimously carried that the request from SM Main Street Association for approval to solicit donation be added to the agenda of this meeting.


Upon request of Cornell Zeno of SSMH Alumni Association, it was moved by Mike Fuselier duly seconded by Flo Chatman and unanimously carried that permission be granted to hold annual SSMH Homecoming Parade on Sunday, October 20th beginning SSMH Campus proceeding south to Denier Street then back to the school campus. The parade will begin at 1:00pm. The association will come back to the council for approval of activities they would like to hold in Magnolia Park following the parade.

Councilwoman Carol Frederick requested procedures for handling nuisance complaints be reviewed to ensure the City is recovering the cost for cutting and cleaning up nuisance properties.

Councilwoman Carol Frederick stated she met with Utility Supervisor Shika Hector and would like to remove the personnel matter regarding Ms. Hector.

It was moved by Carol Frederick duly seconded by Mike Fuselier and unanimously carried that permission be granted for SM Main Street Association to solicit donations for the Annual Christmas Festival and other social events.

Upon motion of Mike Fuselier duly seconded by Janise Anthony, with Flo Chatman opposed, that the following Fraternization Policy be adopted as presented.

	SECTION: Human Resources Department		NO: HR		
	TITLE: Fraternization Policy		DISTRIBUTION: Policy and Procedure Manual		
Original Date of Issue:			Date of Approval:		
Revised:					

Purpose

This policy helps ensure that workers work in a safe and professional environment. In addition, because they spend more time at the office, professional relationships may turn into romantic. To control the effect of such connections, this policy is developed.

Scope

This policy applies to all employees of The City of St Martinville regardless of gender or sexual orientation, authority, department, or responsibility.

Fraternization is defined as any romantic or sexual relationship between (1) supervisory employees or heads of departments and (2) lower ranking employees, or between any other employees or officers not of equal rank.


Employees which fall into those categories are prohibited from engaging in any form of fraternization. The reason for this prohibition is to attempt to insulate the City from claims for sexual harassment when such relationships go sour.

The City of St. Martinville’s fraternization policy lays out the rules for employees involved in personal relationships. In the absence of regulations and norms, romantic relations between coworkers can adversely impact our workplace culture.

Dating in the Workplace

With regard to relationships which are not forbidden under this policy, the City would request that each employee would, before developing romantic relationships, consider the potential for:

- Workplace gossip
- Conflicts of interest
- Sexual harassment allegations
- Favoritism
- Repercussions of a break-up
- Work distraction

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Any supervisor, manager, executive or other company official in a sensitive or influential position with the City of St Martinville must disclose the existence of any knowledge which they may have about the existence of any such prohibited relationship.

Dating coworkers can be problematic for many reasons if not handled appropriately. For example, when coworkers are dating, they may spend more time talking than working. In addition, employee conflicts or breakups might disrupt the work environment.

Unacceptable Behavior

At the workplace, employees who are in a non-prohibited relationship should possess appropriate and professional behavior. Any activity that offends and distracts other employees, interrupts operations, and reduces productivity is considered improper.


Any employee in a non-prohibited relationship should avoid the following actions.

- Argue during working hours.
- Kiss and touch inappropriately among workers.
- Exchange non-work-related messages or calls during business hours.
- Discuss personal matters which may be uncomfortable to others.

Acceptable Behavior

The company believes that a partner’s existence at the workplace is difficult to neglect. In that case, the following actions are considered acceptable.

- Exchange of a short non-work-related chat.
- Discussing schedules during lunch/break time.
- Traveling together.

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Consequences of Non-compliance:

Employees will be held accountable and face consequences. Failure to comply with this fraternization policy may result in termination, departmental transfers or voluntary resignation.

Employees will not be penalized or retaliated against for reporting inappropriate behavior or prohibited relationships.

The City of St. Martinville does not entertain and encourage any victimization such as gossip, inappropriate jokes or comments, etc., against employees due to any reason. The company also expects employees to report such behavior to Human Resources.

City of St. Martinville’s Commitment

As an official establishment, we anticipate employees to obey this policy. Similarly, we will be responsible for the following.

- Enforce fraternization policy at all organizational levels.
- Ensure employees’ freedom and rights.
- Examine every situation to make the decision.
- Avoid partial behavior, victimization, violence, and discrimination.

Following discussion of pay increase for the Police Department, it was moved by Mike Fuselier duly seconded by Carol Frederick and unanimously carried that the following Public Safety wage increase be approved as presented, to begin September 4, 2024.

10%						
Position	Current Salary	Proposed Salary	Current 2080 Hourly	Proposed 2080 Hourly	Current 2184 Hourly	Proposed 2184 Hourly
COMMAND STAFF						
Chief Ricky Martin	58,344.00	64,178.40				
Dty. Chief Joe Nedie	45,325.28	49,857.81	21.79	23.97		
Dty. Chief Cody Laperouse	43,144.19	47,458.61	20.74	22.82		
Full Time						
Lieutenant	42,500.00	46,750.00	20.43	22.48	19.46	21.41
Sergeant	41,206.88	45,327.57	19.81	21.79	18.90	20.75
Officer - First Class	39,307.84	43,238.62	18.90	20.79	18.00	19.80
Officer - Post Certified	36,180.14	39,798.16	17.39	19.13	16.57	18.22
Officer - Non Post Certified	30,800.00	33,880.00	14.81	16.29	14.10	15.51
PART TIME						
Officer - Post Certified			15.00	16.50		
Officer - Non Post Certified			10.00	11.00		
ADMINISTRATION						
Secretary to Chief	33,999.68	37,399.65	16.35	17.98		
Records Clerk	29,744.00	32,718.40	14.30	15.73		
Receptionist	20,800.00	22,880.00	10.00	11.00		

Mayor Willis discussed the necessity of hiring a grant writer for the City. Ms Pam Granger with McBade Engineers also spoke of the importance of having a grant writer to handle the increasing amount of paperwork and the time-consuming task involved with administering the grant in addition to writing grants. The general consensus is that Mayor Willis will look for candidates and present at the next council meeting.

It was moved by Mike Fuselier duly seconded by Janise Anthony and unanimously carried Mayor Willis be authorized to enter into agreement with the Department of Revenue for the collection of outstanding utility bills.

It was moved by Mike Fuselier duly seconded by Flo Chatman and unanimously carried that permission that was granted for Maris Stella to hold Fete' de Ville on Saturday, August 31st from 4:00pm – 8:00pm be ratified.

It was moved by Mike Fuselier duly seconded by Flo Chatman and unanimously carried that permission be granted for CRT Director Danielle Fontenette to travel out of state to attend the LA Main Street Destination Downtown Conference being held in Vickburg, Mississippi from September 11th thru 13th. Registration fee of \$175.00 will be paid for by Louisiana Main Street Association.

It was moved by Carol Frederick duly seconded by Janise Anthony and unanimously carried that permission be granted for Notre Dame Church to use the bandstand for the annual church fair November 1st.

Mayor Willis spoke of the following in his Mayor's Report

- Next Water Consolidation District Meeting is September 4th @ 6:00pm
- Need to hire Dog Catcher
- Street Sweeper Driver needed
- Request council submit any request for Capital Outlay

There being no further business to come before the Mayor and City Council, Mayor Willis adjourned the meeting upon motion of Carol Frederick and duly seconded by Flo Chatman.

JASON WILLIS, MAYOR

ATTEST:

LORRIE M POIRIER, CITY CLERK