



## BOARD OF ALDERMEN SPECIAL MEETING

Thursday, December 12, 2024 at 12:00 PM

Council Chambers, City Hall, 2305 North 7th Street, West Monroe

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### MINUTES

#### NOTICE/MINUTES

##### Call to order/Verification of Attendance

##### PRESENT

Mayor Staci Mitchell

Polk Brian

Morgan Buxton

Rodney Welch

Ben Westerburg

##### ABSENT

Thom Hamilton

The meeting was opened with prayer by Alderwoman Morgan Buxton. The Pledge of Allegiance was led by Mayor Staci Mitchell.

##### Motion to Approve Minutes

Motion to approve the minutes of December 3, 2024 Special Council Meeting.

Motion made by Welch, Seconded by Westerburg.

Voting Yea: Brian, Buxton, Welch, Westerburg

#### ADMINISTRATION/FINANCE

Resolution 854: Resolution to accept the audit for the fiscal year ending June 30, 2024 and the Independent Accountant's report on applying Statewide Agreed-Upon Procedures (SAUP) for the fiscal year ending June 30, 2024.

Motion made by Westerburg, Seconded by Brian.

Voting Yea: Brian, Buxton, Welch, Westerburg

Ordinance 5429: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct the audit for the City of West Monroe, Louisiana, for the fiscal year of July 1, 2024 to June 30, 2025.

Motion made by Westerburg, Seconded by Buxton.

Voting Yea: Brian, Buxton, Welch, Westerburg

Ordinance 5430: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct the Statewide Agreed-Upon Procedures (SAUP) for the City of West Monroe, Louisiana for the fiscal year of July 1, 2024 to June 30, 2025.

Motion made by Welch, Seconded by Westerburg.

Voting Yea: Brian, Buxton, Welch, Westerburg

Ordinance 5431: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct Statewide Agreed-Upon Procedures (SAUP) for the Housing Authority (Section 8) of the City of West Monroe, Louisiana, for the fiscal year of July 1, 2024 to June 30, 2025.

Motion made by Buxton, Seconded by Westerborg.  
Voting Yea: Brian, Buxton, Welch, Westerborg

ADD TO AGENDA ITEM: Add to list of fund budgets to be amended: Highland Park Development Fund, 2022 Debt Capital Fund.

Motion made by Brian, Seconded by Welch.  
Voting Yea: Brian, Buxton, Welch, Westerborg

Ordinance 5432: Ordinance to amend the General Fund Budget, 86 Sales Tax Capital Budget, 2015 DFC Service Fund Budget, 2018 DFC Service Fund Budget, 2022 DFC Service Fund Budget, DEQ SRP Service Fund Budget, DEQ SRP Reserve Fund Budget, CDBG-ED WPS Service Fund Budget, Employee's Workers Comp Reserve Fund Budget, Hasley Cemetery Trust Fund Budget, Kiroli Foundation Fund Budget, Ouachita Outreach Fund Budget, Employee's Health Insurance Fund Budget, Street Maintenance Fund Budget, West Ouachita Senior Center Fund Budget, Emergency Food & Shelter Program Fund Budget, Officer Witness Court Fee Fund Budget, Section 8 Housing Fund Budget, General Insurance Fund Budget, West Monroe Office of Motor Vehicles Fund Budget, Miscellaneous Grants Fund Budget, AmeriCorps Grant Fund Budget, Keep West Monroe Beautiful Fund Budget, Metro Narcotics LCLE Grant Fund Budget, LCDBG Projects Fund Budget, Capital Campaign Fund Budget, 1986 Sales Tax Capital Improvements Fund Budget, Economic Development District Fund Budget, and ARPA Fund Budget for the year ending June 30, 2024.

Added: Highland Park Development Fund  
2022 Debt Capital Fund

Motion made by Westerborg, Seconded by Buxton.  
Voting Yea: Brian, Buxton, Welch, Westerborg

Ordinance 5433: Ordinance to amend the Utility Enterprise Fund Budget for the fiscal year ending June 30, 2024.

Motion made by Brian, Seconded by Welch.  
Voting Yea: Brian, Buxton, Welch, Westerborg

INTRODUCE Ordinance 5434: Ordinance to declare certain immovable property (ponds south of Ike Hamilton Expo) to be surplus, and to be sold to Warhawk Enterprises, LLC for \$266,011.14.

Motion made by Westerborg, Seconded by Buxton.

## **ENGINEERING/CONSTRUCTION PROJECTS**

Cotton Street Roadway & Sidewalk Improvements: Bridge Street to Wood Street - FP&C Project #50-MV2-24-01, City Project #000331

Ordinance 5435: Ordinance to authorization of a contract for geotechnical engineering services with Terracon Consultants, Inc.

Motion made by Buxton, Seconded by Westerborg.  
Voting Yea: Brian, Buxton, Welch, Westerborg

New Water Well #12 - Production, Treatment and Storage (LAWSP Phase 2 Water Project) - City Project #000181

Ordinance 5436: Ordinance to authorize the filing of an application for a grant from the State of Louisiana Water Sector Program for funding of the City of West Monroe Water System Resiliency Project, with up to 31% City match commitment (\$1,324,729 City commitment; \$2,948,591 grant requests, \$4,273,320 total estimated cost).

Motion made by Westerborg, Seconded by Welch.  
Voting Yea: Brian, Buxton, Welch, Westerborg

WWTP Reuse Facility Discharge and Pond Outfall Modifications (LAWSP Phase 2 Sewer Project) - Project #000181



Ordinance 5437: Ordinance to authorize the filing of an application for a grant from the State of Louisiana Water Sector Program for funding of the City of West Monroe Sewer System Resiliency Project, with up to 31% City match commitment (\$604,596 City commitment; \$1,345,712 grant requests, \$1,950,308 total estimated cost).

Motion made by Brian, Seconded by Westerburg.  
Voting Yea: Brian, Buxton, Welch, Westerburg

WWTP Reuse Facility Discharge and Pond Outfall Modifications (LAWSP Phase 2 Sewer Project) - Project #000181

Ordinance 5438: Ordinance to authorize execution of a contract for engineering and related services with S. E. Huey Co.

Motion made by Buxton, Seconded by Welch.  
Voting Yea: Brian, Buxton, Welch, Westerburg

Project Updates


Robbie L. George, IV, P.E. (S.E. Huey, Co.) and Joshua D. Hays, P.E., M.S.C.E. (Lazenby & Associates, Inc.) presented the City Council with project updates for transportation, drainage, water and other.

**ADJOURN**

Motion made by Buxton, Seconded by Brian.  
Voting Yea: Brian, Buxton, Welch, Westerburg

ATTEST:

APPROVED:

  
ANDREA PATE  
CITY CLERK

  
STACI ALBRITTON MITCHELL  
MAYOR