**PROCEEDINGS OF THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF RAYNE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING, HELD ON DECEMBER 14, 2020. NOTE: MEETING VIA ZOOM ON COMPUTER-BROADCAST OUTSIDE FOR ANY OVERFLOW.**

The Mayor and Board of Aldermen of the City of Rayne, Louisiana, met in regular session at their regular meeting place the City Hall, Rayne, Louisiana, on Monday, December 14, 2020 at 6:00 (six) o’clock p.m.

There were present: Mayor Charles E. “Chuck” Robichaux, Lendell J. “Pete” Babineaux, Curtrese L. Minix, Calise Michael Doucet and James A. “Jimmy” Fontenot.

There were absent: Kenneth J. Guidry

The Mayor and the Board of Aldermen of the City of Rayne, State of Louisiana, were duly convened as the governing authority of said City, by Mayor Charles E. “Chuck” Robichaux, who stated that the Board was ready for the transaction of business.

There was a motion by Calise Michael Doucet to approve, correct, and dispense with the reading of minutes of the November regular council meeting and approved them as written and distributed. This was seconded by Curtrese L. Minix, and motion carried.

YEAS: 4 – Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 1- Kenneth J. Guidry

The following resolution was offered by Lendell J. “Pete” Babineaux duly seconded by Curtrese Minix, and duly resolved and adopted.

RESOLUTION

**Whereas**, City of Rayne Code of Ordinances Section 78:36(2)(b) calls for an annual analysis of the Water System User Fee formula and subsequent adjustments thereto, if necessary, and as required for continuous system financial stability and sustainability; and

**Whereas**, the most recent such analysis for the Water System was conducted during November 2019 based on the city’s official audit report for FY 2017-2018, and required adjustments were not implemented until March 1, 2020; and

**Whereas**, the next such annual analysis for the Water System would be due before the end of 2020; and

**Whereas**, City of Rayne Code of Ordinances Section 78:110 calls for an annual analysis of the Sewerage System User Fee formula and subsequent adjustments thereto, if necessary, and as required for continuous system financial stability and sustainability; and

**Whereas**, the most recent such analysis for the Sewerage System was conducted during July 2020 based on the city’s official audit report for FY 2018-2019, and required adjustments were made effective in September 1, 2020; and

**Whereas**, the next such annual analysis for the Sewerage System is due in 2021; and

**Whereas**, annual audits for each fiscal year ending in September are typically not reported to the city until March of the following year, such that the FY 2019-2020 audit results will not be available until March 2021; and

**Whereas**, it would be most beneficial to these utility systems, and therefore it is the desire of the Mayor and Board of Aldermen, to have the required analyses of both the Water System and Sewerage System conducted and subsequent adjustments implemented together based on the same and very latest FY audit report.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Alderman of the City of Rayne, Louisiana, that the 2020 annual analysis and the implementation of any resulting adjustments to the Water System User Fee formula required under City of Rayne Code of Ordinances Section 78:36(2)(b) be delayed until April, 2021, or during the earliest possible month after the FY 2019-2020 audit report is issued;

**BE IT FURTHER RESOLVED**, that both the Water System User Fee and Sewerage System User Fee annual analyses and resulting formula adjustments be so conducted and implemented together at that time based on the same and very latest available FY audit report, and thereafter conducted similarly during such time period each year.

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

YEAS: 4- Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot

NAYS: 0

ABSENT: 1- Kenneth J. Guidry

And the resolution was declared adopted on this 14th day of December 2020.

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CHARLES E. ROBICHAUX, MAYOR ANNETTE R. CUTRERA, CITY CLERK

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C E R T I F I C A T E

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Aldermen on December 14, 2020 at which time a quorum was present and voting.

ANNETTE R. CUTRERA

CLERK

CITY OF RAYNE

The following resolution was offered by James A. “Jimmy” Fontenot duly seconded by Calise Michael Doucet and duly resolved and adopted.

RESOLUTION

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN ENTITY/STATE AGREEMENT (ESA) WITH THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT (LaDOTD) FOR THE PROJECT TO IMPROVE SEVERAL SPECIFIC LOCAL ROADS TO BE FUNDED IN PART THROUGH THE LaDOTD ROAD TRANSFER PROGRAM INTERGOVERNMENTAL AGREEMENT OF SEPTEMBER 27, 2018, AND TO RE-AUTHORIZE THE CITY ENGINEEER TO PREPARE CONSTRUCTION PLANS AND SPECIFICATIONS FOR THE PROJECT.

**WHEREAS,** under the LaDOTD Road Transfer Intergovernmental Agreement of September 27, 2018, funds in the amount of $722,000 remain for the City to use for improvement of four local streets, and

**WHEREAS,** the Mayor and Board of Aldermen wish to apply said remaining funds to a construction project to improve West Jeff Davis Avenue, Polk Street, Seventh Street, and South Eastern Street at an estimated construction cost of $875,000; and

**WHEREAS,** in order to proceed with the project LaDOTD requires the City to execute an Entity/State Agreement committing local funds to pay for construction costs in excess of $722,000, and to bear the cost of engineering services for planning and during construction, and

**WHEREAS,** LaDOTD has estimated the required amount of local funds to be in the range of $270,000 based on the following breakdown:

$875,000.00 CONSTRUCTION ESTIMATE

$70,000.00 CE&I (8%)

$945,000.00 PROJECT SUBTOTAL

$722,000.00 RT CREDITS (DOTD)

$223,000.00 RAYNE (CONSTRUCTION FUNDS)

$44,600.00 20% RAYNE (CONSTRUCTION FUNDS)

$267,600.00 TOTAL RAYNE, and

**WHEREAS,** the cost of engineering services to be provided by the City Engineer for the preparation of the plans and specifications is estimated to be in the range of $90,000, such that the total cost in local funding is estimated to be in the range of $360,000, and

**WHEREAS,** the Mayor and Board of Aldermen wish to commit limited local funds to pay for such excess construction costs and engineering costs under certain conditions:

**NOW, THEREFORE BE IT RESOLVED** that Mayor Charles E. “Chuck” Robichaux be, and he is hereby empowered, authorized and directed to execute the ESA under the condition that, with future construction costs unknown at this time and in order to meet unknown future budgetary constraints of the City, with LaDOTD approval South Eastern Avenue shall be included in the construction plans and bid documents as an Additive Alternate that may or may not ultimately be awarded, at the Mayor’s discretion, as part of a construction contract.

**BE IT FURTHER RESOLVED** that Mader Engineering, Inc. is hereby authorized and directed to proceed accordingly with preparation of the construction plans and assist in the bidding and construction phases of the project, as provided in the above referenced ESA, contingent upon execution of the ESA by both parties.

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

YEAS: 4- Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot

NAYS: 0

ABSENT: 1- Kenneth J. Guidry

And the resolution was declared adopted on this 14th day of December 2020.

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CHARLES E. ROBICHAUX, MAYOR ANNETTE R. CUTRERA, CITY CLERK

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C E R T I F I C A T E

I, ANNETTE R. CUTRERA, Clerk of the City of Rayne, do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Aldermen on December 14, 2020 at which time a quorum was present and voting.

ANNETTE R. CUTRERA

CLERK

CITY OF RAYNE

The City Clerk, Mrs. Annette R. Cutrera, presented the City of Rayne Monthly Financial Update as of November 30, 2020 which included budget to actual comparisons on the major funds to the Council.

On a motion by James A. “Jimmy” Fontenot and a second by Lendell J. “Pete” Babineaux to consider a request by the Wastewater Department to declare the following as surplus: LAS International Mark 3- MK-3 602-044 was carried.

YEAS: 4 – Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 1- Kenneth J. Guidry

On a motion by James A. “Jimmy” Fontenot and a second by Lendell J. “Pete” Babineaux to consider appointing Brett Hebert as a member of the Municipal Employee Civil Service Board for a five-year term beginning on January 1, 2021 was carried.

YEAS: 4 – Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 1- Kenneth J. Guidry

On a motion by Lendell J. “Pete” Babineaux and a second by Calise Michael Doucet to consider a request by Chief Stelly to declare a 2004 Dodge Durango VIN Number 1D4HD38N34F190505 as surplus was carried.

YEAS: 4 – Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 1- Kenneth J. Guidry

On a motion by James A. “Jimmy” Fontenot and a second by Calise Michael Doucet to approve a change order for the Water Treatment Plant Improvements contract with Wharton-Smith Inc., for $18,067.51 was carried.

YEAS: 4 – Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 1- Kenneth J. Guidry

There being no further business to come before the Council, there was a motion by Curtrese L. Minix that the meeting be adjourned, this was seconded by Calise Michael Doucet and carried.

YEAS: 4 – Curtrese L. Minix, Lendell J. “Pete” Babineaux, Calise Michael Doucet and James A. “Jimmy” Fontenot.

NAYS: 0 ABSTAIN: 0 ABSENT: 1- Kenneth J. Guidry

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CHARLES E. ROBICHAUX, MAYOR ANNETTE R. CUTRERA, CITY CLERK