



**HAMMOND CITY COUNCIL
PUBLIC HEARING MINUTES
312 EAST CHARLES STREET
HAMMOND, LOUISIANA
March 24, 2020
5:30pm**

I. CALL TO ORDER: Councilwoman Carlee Gonzales, called the Public Hearing to order at 5:30pm.

II. ROLL CALL: Carlee Gonzales (P), Kip Andrews (P), Steve Leon (P), Devon Wells (P), Sam DiVittorio (P)

Councilwoman Gonzales announced that public participation in the meeting is available remotely and those who have logged on can send questions. There is a slight delay in the video transmission, so we will have a slight delay before voting to see if questions are received.

III. PUBLIC HEARING:

1. **An ordinance declaring two (2) Crown Victoria's moveable property as surplus and providing for a donation to benefit public safety.** Jana Thurman, stated these are (2) cars the City is no longer using and she is asking to surplus and donate to Roseland police department to benefit public safety.

There were no public comments

2. **An ordinance to declare as surplus and authorize the sale of the sale of the items listed below to sell on GovDeals.com**

- 2008 Ford Crown Victoria - VIN# 1FAFP71VX8X125695 (78,715 Miles)
- Bag of Digital Cameras & Video Cameras
- Used Hats & Helmets
- Reflectors/Bag
- Noise Meter
- Box of Cassette Tapes (New)
- Leather Jackets (Bulk)
- Motorcycle Boots (4 pairs)
- 2 Mobile Security Computer Cabinets - Model 273114 (New)

Jana Thurman, stated these items were turned over to the evidence room and the Crown Victoria is no longer in use and is asking approval from the Council to sell on GovDeals.

There were no public comments

3. **An ordinance for annexation into the Hammond City Limits, initial zoning to C-H, and placement into the City Council District #4 as requested by Express Oil Change & Tire Engineers (applicant) and One Ninety Corp. (owner) for Tract A-1-B (0.830 acres) of the One Ninety Corp Mini Partition located at 2613 W. Thomas St. in accordance with survey by Dennis L. Gowin dated 1/20/2020 (Z-2020-02-00070). Recommended approval by the Zoning Commission.** Tracie Schillace, stated this property is across from Hi-Ho on Thomas Street and will be located in Council District #4. Tracie informed the Council this will be an oil and tire change business.

There were no public comments

4. An Ordinance for an Expanded Conditional Use request by Paula Middleton (applicant) and Kinchen Investments LLC (owner) to allow placement of a manufactured home meeting all code requirements to be placed on Parcel 3B located at 1104 Harvey St. in accordance with survey by Wm. J. Bodin Jr., Zoned RS-3 (Z-2020-02-00071). Recommended approval by the Zoning Commission with the following conditions:

- 1) The manufactured home must meet all requirements of placement and must be constructed to meet the latest HUD standards; and
- 2) The approval shall be with the understanding that such use is a personal right that expires upon a change in occupancy or ownership by Paula Middleton.

Tracie Schillace, is asking for approval to place a mobile home in District 1 under the same conditions as usually imposed. The owner is Kinchen Investments LLC, this was purchased under a bond for deed.

There were no public comments

5. An Emergency Ordinance regarding suspension of disconnection of utility services due to Public Health Emergency related to COVID-19. City Attorney, Andre Coudrain, stated this ordinance comes before you procedurally under the Hammond Charter which does allow the adoption of an emergency ordinance in the same meeting in which it is introduced. To meet a public emergency affecting life, health, property, and public safety the council is allowed to have a public hearing and vote for final adoption at the same meeting. This ordinance would allow that utilities not be disconnected-but this is not a forgiveness of a bill. The bill still has to be paid. This ordinance would allow the City Administration to work out a payment plan that could be spread-out the cumulated bill may be paid for a few months. Under the Charter and Emergency Ordinances this ordinance is only effective for 60 days from final adoption from today.

Councilman Wells, will there be late fees

Andre Coudrain, late fees are waived

Councilman Kip Andrews, will this be 60 days from tonight

Andre Coudrain, as of today and for 60 days here after utilities cannot be disconnected by the City

Council DiVittorio, the payment plan has not been discussed as of yet?

Mayor, at this time we want to make sure people would not get disconnected

There were no other comments



**HAMMOND CITY COUNCIL
REGULAR SESSION MINUTES
312 EAST CHARLES STREET
HAMMOND, LOUISIANA**

March 24, 2020

6:00pm or at conclusion of Public Hearing

I. CALL TO ORDER: Councilwoman Gonzales, called regular session to order at 6:15pm

II. ROLL CALL: Carlee Gonzales (P), Kip Andrews (P), Steve Leon (P), Devon Wells (P), Sam DiVittorio (P)

III. PRAYER: Councilman Andrews

**IV. PLEDGE OF ALLEGIANCE: All veterans and active military, please render the proper salute
Councilwoman Gonzales**

V. REPORTS:

Council: Councilman Wells, an issue with the park was addressed and thanked Mayor and Lacy

Councilman Sam DiVittorio, asked about shades & audio for Council Chambers

Mayor, will check into it

Councilwoman Gonzales, commended the City for keeping things up and running and its wonderful for the City to provide childcare for employees

Councilman Kip Andrews, asked people to keep up with elderly to be sure they get what they need.

2. **Mayor:** asked everyone to work together and be responsible with other people and use good judgement and we will get through this

VI. Minutes of March 10, 2020: There was a motion by Councilman Andrews and second by Councilman Leon to approve the minutes of March 10, 2020.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

VII. RESOLUTIONS

A. OLD BUSINESS:

1. A resolution adopting a revised Grievance Procedure under the City of Hammond’s “Section 504 Evaluation & Transition Plan and Summary of Previous & New Actions Taken” and authorizing related housekeeping changes therein. Charles W. Borchers IV, stated this item was tabled at the March 10, 2020 council meeting but he spoke with City Attorney, Andre and Loretta Severan, Human Resources Director. Also, made revisions to remove any references to employees they will direct employees to the personnel policy manual if they are employees of the City and this covers non City employees.

There was a motion by Councilman Wells and second by Councilman Andrews adopting a revised Grievance Procedure under the City of Hammond’s “Section 504 Evaluation & Transition Plan and Summary of Previous & New Actions Taken” and authorizing related housekeeping changes therein.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

2. A resolution authorizing the Mayor to enter into a Cooperative Endeavor Agreement with Tangipahoa Parish Government, Cypress Pointe Hospital, and The Heights Apartments, LLC for road improvements to John Lambert Drive for a cost of up to \$31,250 (one-fourth of the total cost estimated at \$125,000). Funds are proposed to come from the surplus/available funds. Mayor Pete Panepinto, stated this is a great deal for the City and will share costs. Mayor Panepinto stated he spoke with Councilman Wells concerning the improvements and Councilman Wells visited the location.

Councilman Wells, stated he approves the item and this is a good deal for the City.

There was a motion by Councilman Andrews and second by Councilman Wells authorizing the Mayor to enter into a Cooperative Endeavor Agreement with Tangipahoa Parish Government, Cypress Pointe Hospital, and The Heights Apartments, LLC for road improvements to John Lambert Drive for a cost of up to \$31,250 (one-fourth of the total cost estimated at \$125,000). Funds are proposed to come from the surplus/available funds.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

B. NEW BUSINESS:

1. A resolution to adopt rules and procedures for public participation at City Council meetings.

Andre Coudrain, stated this matter is the result of the Governor's Executive orders for public participation without personal attendance . This is a mechanism for the public to participate remotely- it's a challenge but, we appreciate the public's consideration and patience. It requires the City to adopt a procedure and a process. In the rules, he took the opportunity to clean up existing rules and #10 relates to times of public health and public safety emergency for the Council to provide an alternative method of public participation that could be by internet, video, email, facsimile, telephone or some other method. It also informs the public how they will participate remotely in the process.

Councilman Andrews, anything put in place if the Council could not meet here in Chambers is there a setup remotely.

City Attorney, Andre Coudrain, stated his recommendation is that the Council still have a quorum of council members physically present. If you're ill you could still participate remotely but you wouldn't count for a quorum and your vote doesn't count.

There was a motion by Councilman Andrews and second by Councilman Leon to adopt the recommended rules and procedures for public participation at City Council meetings.

**Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0**

2. A resolution adopting a "Language Access Plan for Persons with Limited English Proficiency. Charles W. Borchers IV, stated this was a recommendation of the Louisiana Office of Community Development to assist in compliance with Federal requirements based on the Office of Community Development Program.

There was a motion by Councilman Leon and second by Councilman DiVittorio adopting a "Language Access Plan for Persons with Limited English Proficiency.

**Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0**

3. A resolution supporting a \$45,000 application to the Traffic Safety Grant Program for impaired driving, occupant protection, and juvenile underage drinking enforcement. Charles W. Borchers IV, stated this is an annual grant that the City participates in- the funds goes to spending on overtime for officers, seatbelt checks, monitoring of underage juvenile drinking, and DUI Checkpoints. There is no match requirement.

There was a motion by Councilman Wells and second by Councilman Andrews supporting a \$45,000 application to the Traffic Safety Grant Program for impaired driving, occupant protection, and juvenile underage drinking enforcement.

**Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0**

4. A resolution to approve Rumorz Bar & Grill located at 1406 Corbin Rd., Hammond, La. to obtain a permit to sell High/Low alcohol on premise. The owner is Terrie Clemmons. Laura Hammett, stated the business is located behind Albertson's and down the street from Gnarly Barley Brewing Company. The business has met all requirements.

Owner-Terrie Clemmons 1406 Corbin Road, stated she will be serving food along with alcohol

There was a motion by Councilman Andrews and second by Councilman Leon to approve Rumorz Bar & Grill located at 1406 Corbin Rd., Hammond, La. to obtain a permit to sell High/Low alcohol on premise. The owner is Terrie Clemmons.

**Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Abstain),
Sam DiVittorio (Abstain) Motion Approved 3- 0**

VIII. FINAL ADOPTION OF ORDINANCE:

1. Final adoption of an ordinance declaring two (2) Crown Victoria's moveable property as surplus and providing for a donation to benefit public safety.

There was a motion by Councilman Andrews and second by Councilman DiVittorio to adopt an ordinance declaring two (2) Crown Victoria's moveable property as surplus and providing for a donation to benefit public safety.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

2. Final adoption of an ordinance to declare as surplus and authorize the sale of the sale of the items listed below to sell on GovDeals.com

- 2008 Ford Crown Victoria - VIN# 1FAFP71VX8X125695 (78,715 Miles)
- Bag of Digital Cameras & Video Cameras
- Used Hats & Helmets
- Reflectors/Bag
- Noise Meter
- Box of Cassette Tapes (New)
- Leather Jackets (Bulk)
- Motorcycle Boots (4 pairs)
- 2 Mobile Security Computer Cabinets - Model 273114 (New)

There was a motion by Councilman Leon and second by Councilman Wells to adopt an ordinance to declare as surplus and authorize the sale of the sale of the items listed below to sell on GovDeals.com

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

3. Final adoption of an ordinance for annexation into the Hammond City Limits, initial zoning to C-H, and placement into the City Council District #4 as requested by Express Oil Change & Tire Engineers (applicant) and One Ninety Corp. (owner) for Tract A-1-B (0.830 acres) of the One Ninety Corp Mini Partition located at 2613 W. Thomas St. in accordance with survey by Dennis L. Gowin dated 1/20/2020 (Z-2020-02-00070). Recommended approval by the Zoning Commission.

There was a motion by Councilman Andrews and second by Councilman Wells to adopt an ordinance for annexation into the Hammond City Limits, initial zoning to C-H, and placement into the City Council District #4 as requested by Express Oil Change & Tire Engineers (applicant) and One Ninety Corp. (owner) for Tract A-1-B (0.830 acres) of the One Ninety Corp Mini Partition located at 2613 W. Thomas St. in accordance with survey by Dennis L. Gowin dated 1/20/2020 (Z-2020-02-00070). Recommended approval by the Zoning Commission.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

4. Final adoption of an Ordinance for an Expanded Conditional Use request by Paula Middleton (applicant) and Kinchen Investments LLC (owner) to allow placement of a manufactured home meeting all code requirements to be placed on Parcel 3B located at 1104 Harvey St. in accordance with survey by Wm. J. Bodin Jr., Zoned RS-3 (Z-2020-02-00071). Recommended approval by the Zoning Commission with the following conditions:

- 1) The manufactured home must meet all requirements of placement and must be constructed to meet the latest HUD standards; and
- 2) The approval shall be with the understanding that such use is a personal right that expires upon a change in occupancy or ownership by Paula Middleton.

There was a motion by Councilman Andrews and second by Councilman Wells to adopt an Ordinance for an Expanded Conditional Use request by Paula Middleton (applicant) and Kinchen Investments LLC (owner) to allow placement of a manufactured home meeting all code requirements to be placed on Parcel 3B located at 1104 Harvey St. in accordance with survey by Wm. J. Bodin Jr., Zoned RS-3 (Z-2020-02-00071). Recommended approval by the Zoning Commission with the following conditions:

- 1) The manufactured home must meet all requirements of placement and must be constructed to meet the latest HUD standards; and
- 2) The approval shall be with the understanding that such use is a personal right that expires upon a change in occupancy or ownership by Paula Middleton.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

IX. INTRODUCTION & FINAL ADOPTION OF ORDINANCE:

1. Introduction and Final Adoption of an Emergency Ordinance regarding suspension of disconnection of utility services due to Public Health Emergency related to COVID-19.

City Attorney, Andre Coudrain, stated this will take effect on tonight if passed.

There was a motion by Councilman Andrews and second by Councilman Wells to adopt an Emergency Ordinance regarding suspension of disconnection of utility services due to Public Health Emergency related to COVID-19.

Vote: Carlee Gonzales (Y), Kip Andrews (Y), Steve Leon (Y), Devon Wells (Y), Sam DiVittorio (Y)
Motion Approved 5-0

X. ADJOURN: There was a motion by Councilwoman Gonzales and second by Councilman Andrews to adjourn the meeting. All members were in favor and the meeting was adjourned.

CERTIFICATION OF CLERK

I TONIA BANKS, CLERK OF COUNCIL DO HEREBY CERTIFY THAT THE ABOVE AND FOREGOING IS A TRUE AND CORRECT RECITATION OF THE BUSINESS TRANSACTED AT THE REGULAR MEETING OF THE CITY COUNCIL HELD March 24, 2020

BEING 6 PAGES IN LENGTH

TONIA BANKS

HAMMOND CITY COUNCIL CLERK

PRESIDENT, CARLEE WHITE GONZALES

HAMMOND CITY COUNCIL