

**Hammond City Council Members**  
**Councilwoman Carlee Gonzales- President**  
**Councilman Sam DiVittorio- Vice President**  
**Councilman Devon Wells**  
**Councilman Kip Andrews**  
**Councilman Steve Leon**

**City Council Clerk, Tonia Banks**

**City Attorney, Andre Coudrain**



**HAMMOND CITY COUNCIL  
PUBLIC HEARING MINUTES  
312 EAST CHARLES STREET  
HAMMOND, LOUISIANA  
May 12, 2020  
5:30pm**

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

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

**III. PUBLIC HEARING: NONE**



**HAMMOND CITY COUNCIL  
REGULAR SESSION MINUTES  
312 EAST CHARLES STREET  
HAMMOND, LOUISIANA  
May 12, 2020  
6:00pm or at conclusion of Public Hearing**

**I. CALL TO ORDER: Councilwoman Gonzales, called Regular Session to order at 5:31pm.**

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

**III. PRAYER: Councilman Kip Andrews**

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

**V. REPORTS:**

**1. Council: Councilman Andrews asked about the delay in trash pickups.**

**The Mayor stated it has happened multiple times and the company is being notified of the problem**

**Councilman Devon Wells entered the meeting**

**Councilman DiVittorio asked if yard waste pickup is provided?**

**The Mayor stated if the pile is 6ft or smaller the trash company will pickup**

Lacy Landrum stated vegetative debris should be picked up maybe on the 2<sup>nd</sup> or 3<sup>rd</sup> pass. This is part of the contract and if given a specific address it could be tracked.

2. Mayor: stated the tax revenue for March is good, about \$50,000 above projection.

VI. Minutes of April 28, 2020: There was a motion by Councilman Andrews and second by Councilman Leon to approve the minutes of April 28, 2020.

Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (N), Kip Andrews (Y), Sam DiVittorio (Y)  
Motion Approved 4-1

## VII. RESOLUTIONS

### A. OLD BUSINESS: NONE

### B. NEW BUSINESS:

1. A resolution to consider and take action with respect to adopting a resolution confirming an election date change pursuant to proclamation of the Governor; establishing a new date to canvass the returns of the election; and providing for other matters in connection therewith. Lacy Landrum, informed the board that C. Grant Schlueter & staff Foley & Judell are handling this matter. This is to renew the millage for the Police & Fire Departments the election was original scheduled for May 9<sup>th</sup> but, due to the Governor's Proclamation it has been moved to August 15, 2020 this is the formal resolution to move election date.

There was a motion by Councilman Leon and second by Councilman Andrews to consider and take action with respect to adopting a resolution confirming an election date change pursuant to proclamation of the Governor; establishing a new date to canvass the returns of the election; and providing for other matters in connection therewith.

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

2. A resolution to approve Nash Express located at 605 Pecan Street Hammond, La. 70401 to obtain a permit to sell High/Low packaged alcohol. The owner is NHH, Inc. Laura Hammett stated this is a change of ownership. Mr. Hatem AL-Yafeai is purchasing Nash Express and will be DBA of Nash Express. He has met all requirements and she is seeking approval from the council.

Councilman DiVittorio stated he has been receiving complaints about trash around the store and wanted the owner to be aware of the problem.

Owner, Hatem Al-Yafeai Yass Hajari (Translator) Nash Express 605 Pecan Street, Hammond La stated he has obtained bigger dumpsters

Mayor advised the owner to be sure to check IDs for underage drinking

There was a motion by Councilman DiVittorio and second by Councilman Wells to approve Nash Express located at 605 Pecan Street Hammond, La. 70401 to obtain a permit to sell High/Low packaged alcohol. The owner is NHH, Inc.

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

3. A resolution to purchase one (1) fully equipped Police K-9 Tahoe from Dana Safety Supply in the amount of \$48,260.00 (RFP 20-16). Jana Thurman, stated (6) fully equipped vehicles were originally planned for purchase but due the current situation the Mayor decided to move forward with just (1) for assistance with the K-9 unit. She is asking for approval to proceed with purchase.

There was a motion by Councilman Leon and second by Councilwoman Gonzales to purchase one (1) fully equipped Police K-9 Tahoe from Dana Safety Supply in the amount of \$48,260.00 (RFP 20-16).

Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (N), Kip Andrews (N), Sam DiVittorio (N)  
Motion Failed 2-3

4. A resolution to authorize the Mayor to enter into contract with Rhorer Mutual Industries for Railroad Track Repairs in the amount of \$83,345.00 (RFP 20-17). Jana Thurman stated based off monthly inspections by the railroad inspector these are repairs that are needed, she is asking for permission to enter into a contract for repair.

Councilman Wells asked what businesses use the track for service.

The Mayor stated business out on Pride Drive which is a lumber company which are 2 companies

Councilman Wells asked if this something the City can go into a partnership for repair?

Mayor stated he is looking into getting a contract with these companies to charge a fee per car

Councilman Wells asked when does it have to be repaired?

Mayor stated we generally do it once a year

Lacy Landrum stated this is an emergency repair, they did a temporary repair so the cars could continue to travel on the tracks. This is to ensure travel and the Railroad Inspector found damage it has to be repaired or the train can derail.

There was a motion by Councilman Wells and second by Councilman DiVittorio TO TABLE a resolution to authorize the Mayor to enter into contract with Rhorer Mutual Industries for Railroad Track Repairs in the amount of \$83,345.00 (RFP 20-17).

Vote: Carlee Gonzales (Y), Steve Leon (N), Devon Wells (Y), Kip Andrews (Y), Sam DiVittorio (Y)  
Motion Approved to Table 4-1

5. A resolution 1) accepting a \$14,913 grant from the Local Government Assistance Program for improvements to the Hammond City Council Chambers; and 2) authorizing the Mayor or his designee to complete and sign related documents. Charles Borchers IV stated this grant application was presented several months back and in mid-March we received \$14, 913.00.

Councilwoman Gonzales asked will the Council have a say so in what the improvements will be

Charles Borchers stated the grant application included examples of a new projector for a screen behind Council table, blinds, and (2) displays in the lobby, and other audio visual improvements were in the grant. There is no match involved and the contract is expected in 3-4 weeks and the total project cost is expected to exceed the grant.

There was a motion by Councilman Andrews and second by Councilman Leon 1) accepting a \$14,913 grant from the Local Government Assistance Program for improvements to the Hammond City Council Chambers; and 2) authorizing the Mayor or his designee to complete and sign related documents.

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

6. A resolution 1) accepting a \$27,000 grant from the Community Water Enrichment Fund to purchase water sampling stations; and 2) authorizing the Mayor or his designee to complete and sign related documents. Charles Borchers IV, stated this grant is to enhance water sampling system and there is no City match.

There was a motion by Councilman Leon and second by Councilman Andrews 1) accepting a \$27,000 grant from the Community Water Enrichment Fund to purchase water sampling stations; and 2) authorizing the Mayor or his designee to complete and sign related documents.

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

7. A resolution authorizing Contract Change Order No. Four (4) for "Sewer System Rehabilitation FY-2018 LCDBG – City of Hammond, LA" (Project 31813) adjusting for final materials and quantities and deducting \$5,210.30 from the final Contract Price. Charles Borchers IV, stated this project came in under budget and is completed. The project is where Sewer lines were being rehabbed between Thomas, Palmetto, Morrison, & Mooney.

There was a motion by Councilman Leon and second by Councilman Andrews authorizing Contract Change Order No. Four (4) for "Sewer System Rehabilitation FY-2018 LCDBG – City of Hammond, LA" (Project 31813) adjusting for final materials and quantities and deducting \$5,210.30 from the final Contract Price.

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

**8. A resolution accepting "Sewer System Rehabilitation FY-2018 LCDBG – City of Hammond, LA" (Project 31813) as substantially complete and beginning the 45-day lien period for payment of retainage.** Charles Borchers IV, stated this is substantially complete and by law notice of substantial completion has to be recorded and approved by the Council.

There was a motion by Councilman Leon and second by Councilman Wells accepting "Sewer System Rehabilitation FY-2018 LCDBG – City of Hammond, LA" (Project 31813) as substantially complete and beginning the 45-day lien period for payment of retainage.

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

**9. A resolution supporting the submission of a \$157,000 grant application to the CARES Act Airport Grants Program to offset economic disruption caused by the COVID-19 public health emergency and experienced at Hammond Northshore Regional Airport.** Charles Borchers IV, stated the City has been allocated this amount by FAA under Cares Act, we are not competing for this dollar amount this is what has been told the City can apply for with this grant.

There was a motion by Councilman Andrews and second by Councilman Wells supporting the submission of a \$157,000 grant application to the CARES Act Airport Grants Program to offset economic disruption caused by the COVID-19 public health emergency and experienced at Hammond Northshore Regional Airport.

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

**10. A resolution supporting the submission of a \$61,855 grant application to the Coronavirus Emergency Supplemental Funding Program to offset costs associated with preventing, preparing for, and/or responding to coronavirus in Hammond.** Charles Borchers IV, stated the City has been allocated this amount by the Bureau of Justice Assistance under the CARES Act. This could supplement some improvements to Council Chambers if those costs come in higher from the other grant.

There was a motion by Councilman Andrews and second by Councilman DiVittorio supporting the submission of a \$61,855 grant application to the Coronavirus Emergency Supplemental Funding Program to offset costs associated with preventing, preparing for, and/or responding to coronavirus in Hammond.

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

**11. A resolution 1) supporting the submission of a \$20,000 grant application to the Assistance to Firefighters Grant—COVID-19 Supplemental Program to offset the cost of personal protective equipment and supplies used to prevent, prepare for, and/or respond to the COVID-19 public health emergency in Hammond; and 2) supporting a \$2,000 cash match from the Hammond Fire Department.** Charles Borchers IV, stated this is a competitive grant which the City is competing against other Fire Departments for Personal Protective Equipment such as mask, googles, face shields, etc. There is a cash match but, will come from the Fire Department budget.

There was a motion by Councilman Andrews and second by Councilman Leon 1) supporting the submission of a \$20,000 grant application to the Assistance to Firefighters Grant—COVID-19 Supplemental Program to offset the cost of personal protective equipment and supplies used to prevent, prepare for, and/or respond to the COVID-19 public health emergency in Hammond; and 2) supporting a \$2,000 cash match from the Hammond Fire Department.

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

**12. A resolution 1) supporting the submission of a \$15,750 grant application to the Patrick Leahy Bulletproof Vest Partnership to purchase new and replacement body armor for Hammond police officers; and 2) supporting a \$7,375 cash match from the Hammond Police Department.** Charles Borchers IV, stated the City is able to apply for 25 vests and the Hammond Police budget covers half of the cost and the grant covers the other half. Also, under a State contract there is a discount applied for the purchase.

**Councilman Wells** asked if all police are required to wear vests

**Police Chief, Edwin Bergeron**, stated in the policy they have to wear a vest but, they have options to wear an under or over vest.

**Charles Borchers** stated the vests are on a 5 yr., replacement cycle.

**Councilman DiVittorio** asked what is done with the old vests?

**Charles Borchers**, stated they are donated to other jurisdiction, used by reserve officers, or used for backup.

There was a motion by Councilman Andrews and second by Councilman Wells 1) supporting the submission of a \$15,750 grant application to the Patrick Leahy Bulletproof Vest Partnership to purchase new and replacement body armor for Hammond police officers; and 2) supporting a \$7,875 cash match from the Hammond Police Department.

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

13. A resolution for acceptance of work by Spinks Construction, Inc. as substantially complete for "Sewer Extension - Pride Drive/HAEIDD" (Project #616-12024), commencing the 45-day lien period and withholding 10% retainage. Chuck Spangler, stated this is the extension of sewer to an area that's being developed of about 150 acres with no sewer and no water. The City took on a partnership with HAEIDD and owners with the partial that does not have sewer and now there is sewer. This project is complete and in use and he recommends acceptance

There was a motion by Councilman Leon and second by Councilman Andrews for acceptance of work by Spinks Construction, Inc. as substantially complete for "Sewer Extension - Pride Drive/HAEIDD" (Project #616-12024), commencing the 45-day lien period and withholding 10% retainage.

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

14. A resolution to approve Changer Order No. 1 (Final) "Martin Luther King Parking Improvements (Project # 420-12108)" in the amount of \$6,910.70 extra [from project contingencies].

Councilman Wells temporarily left the meeting

Chuck Spangler, stated this project is still under budget and this is the final change order for Martin Luther King Parking Improvements.

There was a motion by Councilman Andrews and second by Councilman DiVittorio to approve Changer Order No. 1 (Final) "Martin Luther King Parking Improvements (Project # 420-12108)" in the amount of \$6,910.70 extra [from project contingencies].

Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Absent), Kip Andrews (Y), Sam DiVittorio (Y)  
Motion Approved 4-0

15. A resolution to approve Acceptance of work by M & O Construction, LLC "Martin Luther King Parking Improvements (Project # 420-12108)" as substantially complete commencing 45-day lien period and withholding 10% retainage. Chuck Spangler, stated he recommends to formally accept the project to record the acceptance.

There was a motion by Councilman Andrews and second by Councilman DiVittorio to approve Acceptance of work by M & O Construction, LLC "Martin Luther King Parking Improvements (Project # 420-12108)" as substantially complete commencing 45-day lien period and withholding 10% retainage.

Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Absent), Kip Andrews (Y), Sam DiVittorio (Y)  
Motion Approved 4-0

16. A resolution to authorize the Mayor to sign the Memorandum of Agreement between the Jefferson Parish Sheriff's Office and the Hammond Police Department to participate in the High Intensity Drug Trafficking Area Program. Police Chief, Edwin Bergeron, stated this is not a match grant, this pays for overtime and is paid by Jefferson Parish.

There was a motion by Councilman Leon and second by Councilman Andrews to authorize the Mayor to sign the Memorandum of Agreement between the Jefferson Parish Sheriff's Office and the Hammond Police Department to participate in the High Intensity Drug Trafficking Area Program.

Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Absent), Kip Andrews (Y), Sam DiVittorio (Y)  
Motion Approved 4-0

17. A resolution to approve the Fiscal year 2020-2021 Non-Municipal Fire and Police personnel holiday closing schedule for the City of Hammond. Human Resource Specialist, Jacqueline Browder, provided the recommended Holiday closing schedule for the Fiscal year 2020-2021 for Non-Municipal Fire and Police personnel. The holiday calendar has not changed but is adding the Presidential Election date.

There was a motion by Councilman Leon and second by Councilman DiVittorio to approve the Fiscal year 2020-2021 Non-Municipal Fire and Police personnel holiday closing schedule for the City of Hammond

Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Absent), Kip Andrews (Y), Sam DiVittorio (Y)  
Motion Approved 4-0

**VIII. INTRODUCTION OF ORDINANCE:**

**1. Introduction of an ordinance declaring (1) 2003 F- 250 moveable property as surplus and providing for a donation to benefit public safety.**

**Councilman Wells returned to the meeting**

**Jana Thurman stated this is an old Parks and Grounds truck and would like to the Town of Roseland.**

**There was a motion by Councilman Andrews and second by Councilman Leon to introduce an ordinance declaring (1) 2003 F- 250 moveable property as surplus and providing for a donation to benefit public safety.**

**Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Y), Kip Andrews (Y), Sam DiVittorio (Y)**

**Motion Approved to Introduce 5-0**

**Public Hearing is set for May 26, 2020**

**2. Introduction of an ordinance declaring (1) Crown Victoria moveable property as surplus and providing for a donation to benefit public safety.** Jana Thurman, stated this is a 2009 vehicle that the City would like to donate to the Town of Tickfaw.

**There was a motion by Councilman Leon and second by Councilman Andrews to introduce an ordinance declaring (1) Crown Victoria moveable property as surplus and providing for a donation to benefit public safety.**

**Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Y), Kip Andrews (Y), Sam DiVittorio (Y)**

**Motion Approved to Introduce 5-0**

**Public Hearing is set for May 26, 2020**

**3. Introduction of an ordinance to adopt the City of Hammond budget for the Fiscal Year 2020-2021 in accordance with the procedures in Section 5-03 of the City's Charter.** Syeda Naeem, presented the Council with the proposed 2020-2021 budget today as provided by the Charter.

**There was a motion by Councilman Andrews and second by Councilman DiVittorio to introduce an ordinance to adopt the City of Hammond budget for the Fiscal Year 2020-2021 in accordance with the procedures in Section 5-03 of the City's Charter.**

**Vote: Carlee Gonzales (Y), Steve Leon (Y), Devon Wells (Y), Kip Andrews (Y), Sam DiVittorio (Y)**

**Motion Approved to Introduce 5-0**

**Budget Work Session is set for June 5, 2020**

**Public Hearing is set for June 26, 2020**

**IX. ADJOURN: There was a motion by Councilwoman Gonzales and second by Councilman Andrews to adjourn the meeting. All members were in favor to adjourn the meeting 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 **May 12, 2020** BEING **6 PAGES** IN LENGTH

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**TONIA BANKS  
HAMMOND CITY COUNCIL CLERK**

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**PRESIDENT CARLEE WHITE GONZALES  
HAMMOND CITY COUNCIL**