

**Minutes  
Regular Meeting  
Town of Iowa  
115 N. Thomson  
February 8, 2016  
Iowa, La  
7:00 p.m.**

Mayor and Town Council met in regular session this date in compliance with all requirements as to notice.

Present: Mayor Carol Ponthieux, Julie Fontenot, Larry Hardy, Errol Marshall; Thomas Talbot, Gerald Guidry (quorum present)      Absent: Larry Hardy

Invocation: Mayor Carol Ponthieux, followed by Pledge

Approval of Minutes: Marshall motioned to approve the minutes of January 11, 2016 as written; Talbot seconded. Motion carried. Talbot motioned to approve the minutes of January 25, 2016 as written; Fontenot seconded. Motion carried.

**Agenda Items**

1. IVFD – Chief Miller – updates, reports – Chief Miller presented the stats for the fire department giving the activities regarding training and number of calls. Talbot motioned to accept Chief's report; Guidry seconded. Motion carried.
  
2. Engineer's Report – recommendations/updates – North Kinney St update: still waiting for relocation of utility poles. Jessen asked Entergy Rep present in audience to check into this matter as to why taking so long. John Dale Lift Station: in reference to change order the grand total for all phases of work is a little over \$39,585. These change orders will be fully funded by the Town. Will transmit this info to Minvielle to handle getting State approval. Lift Station has been online. Guidry motioned to submit to Minvielle for submission to State for final costs; Talbot seconded. Motion carried. Sidewalk projects: exhibit for the servitude from the school Board will be brought next meeting and it is Jessen's understanding the School Board is agreeable to sidewalk location. Jessen's crew is currently assessing Third St. Mayor said the Town will look into DOTD's Safe School grants to see if funds are still available. Garden Terrace Phase 1: sewer main issue and acceptance of the new easement. Will hold off at this point on acceptance of Phase 1 of Garden Terrace until last correction is made. This will be added to March agenda. Cypress Bend RV: Jessen has spoken with Cypress Bend owner's engineer. The RV expansion will possibly be on March agenda. Garden Terrace Phase 3: punch list completed except for one item is outstanding dealing with painting.
  - a. Ashridge Subdivision – Phase 3 – Thomas LeBlanc representing Progressive Merchants who is the developer of Ashridge. His understanding a site visit was done today and a punch list completed. Asking for acceptance of Phase 3 based on contingency of developer completing the punch list given today. Phase 3 is the last street on the east side. David Menton, engineer is present. As built plans, not yet submitted to Town Engineer and are to be completed and submitted to Jessen by Friday of this week. Jessen says some items go back to Phase 2. Jessen reviewed with Council the punch list items of Phase 3 Ashridge. Jessen informed Council we want the water to drain away from the edge of the asphalt and we need to have a form of encouragement to do this. I'm asking language be placed on the subdivision plat that the lot owners will honor the original drainage rules or provide for positive drainage away from the

road asphalt edge. We need to be able to have that language recorded and the developer to be able to go to the lot owner/builder to make them comply. Need positive drainage and if another drainage basin is needed then it will be added. Use the Certificate of Occupancy to make sure this rule is implemented. Mayor and Council suggested approval and acceptance of Phase 3 Ashridge be tabled until punch list is completed. Bouquet advised Council that once acceptance is done Town is accepting. Talbot motioned to table this based on legal counsel suggestion; Marshall seconded. Motion carried.

b. Garden Terrace Estates Phase 3 – acceptance – Jessen and BeBee state all appears to be in order in reference to Phase 3. Talbot motioned to accept Phase 3 of Garden Terrace Estates Phase 3; Guidry seconded. Motion carried.

c. Garden Terrace – Ordinance 2016-01 – admittance into Sewer Dist. 1 of Phase 3

1. Public Hearing – Mayor adjourned regular meeting at 7:18 p.m. to open public hearing.

Public comments: Calvin Caesar asked the calculation on assessment. Public hearing adjourned at 7:21 p.m. and regular meeting resumed.

2. Action/Vote – regular meeting – Marshall motioned to approve Ord. 2016-01; Talbot seconded. Motion carried. [yeas: Marshall, Fontenot, Talbot, Guidry; Hardy absent]

#### **ORDINANCE 2016-01**

**An ordinance amending Section 50-62 of the  
Code of Ordinances, Town of Iowa, requested by  
Philmar, Inc. to be admitted to Sewer District No. 1  
Garden Terrace Subdivision Phase Three**

**BE IT ORDAINED** by the Mayor and the Town Council of the Town of Iowa, Louisiana, Section 50-62 of the Code of Ordinances, Town of Iowa, is hereby amended to include the following described property for Sewer District No. 1, Town of Iowa, Louisiana:

Legal Description: A subdivision of a tract of land lying in the northeast (NE ¼) of Section 31, Township 9 South, Range 6 West, Calcasieu Parish, Louisiana, being more particularly described as follows:

**BEGIN AT THE NORTHWEST CORNER OF GARDEN TERRACE SUBDIVISION PHASE TWO, AS PER PLAT BOOK 43, PAGE 23, CLERK'S FILE No. 3115510, RECORDS OF CALCASIEU PARISH, LOUISIANA; THENCE S 00° 09'32"E, ALONG THE WEST LINE OF SAID GARDEN TERRACE SUBDIVISION PHASE TWO, A DISTANCE OF 784.15 FEET, TO THE NORTH LINE OF THE SOUTHLAND ESTATES SUBDIVISION AS PER PLAT BOOK 34, PAGE 11, CLERK'S FILE No. 2419223, RECORDS OF CALCASIEU PARISH, LOUISIANA; THENCE S 89°21'25"E ALONG SAID NORTH LINE OF SOUTHLAND ESTATES A DISTANCE OF 1088.52 FEET; THENCE N 61°39'32"W, A DISTANCE OF 501.12 FEET, TO THE CENTER LINE OF SAID SECTION 31; THENCE N 00°01'55"W, A DISTANCE OF 557.58 FEET TO A POINT, ALSO BEING THE CENTERLINE OF LATERAL 14 B-2; THENCE N 89°07'11"W ALONG SAID CENTERLINE OF LATERAL 14 B-2, A DISTANCE OF 1527.83 FEET, TO THE POINT OF BEGINNING. CONTAINING 26.449 ACRES MORE OR LESS. [ 1,152,118 sq. ft. @ .02 = \$23,042.37] An assessment of .02 cents per square foot of the above annexed property is hereby levied.**

AND THE RESUBDIVISION OF LOTS 32, 43, 44, 45, 52 AND 53 OF GARDEN TERRACE SUBDIVISION PHASE TWO CREATING LOTS 42a, 42b, 45a, 52a AS SHOWN ON THIS PLAT.

The above and foregoing addition to the Code of Ordinances, Town of Iowa, Louisiana, has been read and adopted and is only intended as an addition to said Ordinances and the remaining Ordinances and the past enacted Ordinances are still in full force and effect.

Said ordinance having been introduced on January 11, 2016, notice of public hearing having been published, said public hearing having been held, the title having been read and the ordinance considered on motion of \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the Ordinance.

The foregoing ordinance was read and considered as a whole. A vote thereon was called for, with the following results:

The Mayor then declared the ordinance adopted February 8, 2016.

Jessen stated that Phase 3 Garden Terrace is open ditch drainage. On the subdivision drawings are seven (7) benchmark locations at each lot line so the information is there to place culverts at the correct grade. A way to enforce that on the plat itself is a note about driveway culverts. Town needs to be more aware

so the culverts are set at the correct elevation. These benchmarks should assist with making sure the culverts are set correctly.

Kinney St. Project: need to get utilities moved. Just one location is holding up the project. Roadside ditches are being covered. The electrical poles need to be kicked back approximately 5 feet.

Public Works Director Bebee is asking for assistance dealing with companies who come in and damage Town infrastructure. He used Garden Terrace as an example. Phone Company caused damaged installing their underground lines. Bebee request the Town require posting a bond from companies install underground service and they bore into our services and cause damage. For example with sewer, sometime Town is not aware of damage right away unless it's a water line. Need to notify CenturyLink that they must get a permit before they run any services. Request this topic be on next agenda in order to develop a mechanism to address this issue. Contact other entities to see if they have anything written addressing this type of issue.

3. Ordinance Introduction and reading of titles

a. Ordinance 2016-02 – amending Utilities Chapter 50 Article 2 –introduction with title read – Mayor read title and introduced ordinance. Trying to clean up some language. Mayor informed Council that over the year we have some people who do not to follow the rules and we've had to place in the ordinance a penalty for those tampering. Council inquired as to what had been changed. The word scheduled introduced regarding scheduled for cutoff. Also tampering language and fine added.

b. Ordinance 2016-03 – Animal Control to adopt Parish language – introduction and title read – Mayor read title and introduced ordinance.

c. Ordinance 2016-04 – Clerk compensation/salary – Mayor read title and introduced ordinance.

The following are the titles to the three above introduced ordinances. Public hearing and action/vote will be conducted at the March 14, 2016 regular meeting at Town Hall, 115 N. Thomson Ave. at 7:00 p.m.

**ORDINANCE 2016-02**

**AN ORDINANCE AMENDING CHAPTER 50 ARTICLE 2 - WATER  
SECTIONS 50 -34; 50-40; 50-42  
OF THE TOWN OF IOWA CODE OF ORDINANCES.**

**ORDINANCE 2016 – 03**

**AN ORDINANCE AMENDING CHAPER 8 ANIMALS OF THE CODE OF ORDINANCES  
OF THE TOWN OF IOWA; DELETING EXISTING ARTICLE 1, AND ARTICLES II, III AND  
SUBSTITUTING IN THEIR PLACE THE BELOW ARTICLES I, II, III**

**ORDINANCE 2016-04**

**An ordinance amending Chapter 2, Article III Administration, of the Code of Ordinances  
of the Town of Iowa, Louisiana; Providing for the fixing of the salary of Clerk.**

4. Resolution 2016-01 – regarding utility late fees – this resolution is to help clarify fees involved for late and/or nonpayment of utility bills. This is to merely restate what is currently in place. Marshall says he feels excessive and wants to see a percentage. Fontenot suggested \$10 late fee and a \$25 disconnect. Council agreed and requested further research. A poll of other municipalities and their fees will sought. Feedback will be provided to Mayor and this placed on March agenda for action.
5. Resolution 2016-02 – establishing water and sewer tap-in fees - Talbot motioned to approve; Fontenot seconded. Motion carried.

**RESOLUTION 2016-02**  
**A RESOLUTION ESTABLISHING WATER and SEWER TAP-IN FEES**

**WHEREAS,** The Town of Iowa has set fees for water and sewer tap-ins; and

**WHEREAS,** These water and sewer tap-in fees are influenced by the cost of supplies/materials; and

**WHEREAS,** The cost of such supplies/materials have increased making it necessary to increase the cost of such tap-ins.

**THEREFORE,** The following fees are established effective upon passage of this resolution:

**¾ inch and 1 inch water tap-in - \$685.00**  
**2 inch water tap-in – shall be cost plus and includes 2” check valve**  
(includes meter)  
**Bored water taps - \$1500.00**

**Sewer tap - \$180**  
**Bored Sewer tap - \$1500.00**

**Pricing subject to change according to increase in materials.**

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Town Council of Iowa, Louisiana, in regular session convened on the 8<sup>th</sup> day of February 2016 that the Iowa governing body adopts new tap in fee schedule.

YEAS: Talbot, Fontenot, Marshall, Guidry  
NAYS: none  
ABSTAIN: none  
ABSENT: Hardy

PASSED AND ADOPTED at Iowa, Louisiana, on this 8<sup>th</sup> day of February 2016.

6. Police Department – updates, reminders, reports, recommendations – Mayor and I attended training with family youth counselling agency.
    - a. Family Youth Counseling Agency Representative: David Duplechan explains their programs. One program is an Employee Assistance Program. We are an EPA contractor and provide this service as a benefit to employees. Mayor says this is a program we might want to consider. Cost is well worth it. Duplechan has a contract for Mayor and Counsel to review. We typically do a one year contract. Mayor would like Council to approve entering into a contract. The cost would be \$2400 per year plus an employee co-pay of \$10. Fontenot motioned to approve; Talbot seconded. Motion carried. Chief Vincent thanked the Council for putting this into place and being a part of the program.
    - b. New hires: Two reserves: Keith A. Moore  
Daniel J. Gaspard
- Marshall motioned to approve as reserves; Guidry seconded. Motion carried.  
Chief Vincent presented his department stats for the month.

**Round Table**

Dist. A – Fontenot asked to continue efforts on zoning. This topic placed on the March agenda.  
Dist. C – Marshall wants to see about ditch on Lambert. Concerned about reputation of the Town and encourages citizen to participate.

Sign checks – Hardy

There being no further business Talbot motioned to adjourn at approximately 8:49 p.m.; Marshall seconded. Motion carried.

ATTEST:

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Sandra Turley, CMC

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Carol Ponthieux, Mayor