

PROCEEDINGS OF THE CITY COUNCIL OF BOSSIER CITY  
STATE OF LOUISIANA TAKEN AT A REGULAR MEETING  
JANUARY 19, 2021

The City Council of the City of Bossier City, State of Louisiana, met in Regular session in Council Chambers, 620 Benton Road, Bossier City, Louisiana, January 19, 2021 at 3:00 PM

Invocation was given by Council Member Scott Irwin

Pledge of Allegiance led by Council Member Jeff Free

Roll Call as follows:

Present: Honorable, President David Montgomery, Jr., Honorable Councilors Timothy Larkin, Scott Irwin, Jeffery Darby (virtual), Don Williams, Jeff Free and Thomas Harvey

Also Present: Mayor, Lorenz Walker, City Attorney, Jimmy Hall and City Clerk, Phyllis McGraw

City Clerk, Phyllis McGraw, read statement about where to watch meetings online, that some Council members may be joining remotely and gave a phone number for members of the public wishing to comment on items in the meeting could do so. Hearing no comments from the public watching virtually, the meeting continued.

By: Mr. Free

Motion to approve Minutes of the January 5, 2021, Regular Meeting and dispense with the reading

Seconded by Mr. Williams

No comment

Vote in favor of motion is unanimous

By: Mr. Irwin

Motion to approve Agenda.

Seconded by Mr. Larkin

No comment

Vote in favor of motion is unanimous

**Unfinished Business –**

**The following Ordinance offered and adopted:**

**Ordinance No. 9 Of 2021**

**AN ORDINANCE AUTHORIZING THE SALE OF A 2008 FERRARA PUMPER FOR FORTY-FIVE THOUSAND DOLLARS (\$45,000.00) TO THE CITY OF SHREVEPORT**

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**WHEREAS**, the Bossier City Fire Department has declared a 2008 Ferrara Pumper surplus to the needs of the department; and

**WHEREAS**, the City of Shreveport desires to purchase the 2008 Ferrara Pumper for the appraised value of \$45,000.00; and

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of Bossier City, Louisiana, in regular session convened, that the Bossier City Council declares the 2008 Ferrara Pumper surplus to the needs of the City; and

**BE IT FURTHER ORDAINED**, that the City of Shreveport is authorized to purchase the 2008 Ferrara Pumper for the appraised value of \$45,000.00.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. Jeff Free, and seconded by Mr. Thomas Harvey, and adopted on the 19th, day of January, 2021, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby (virtual), Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

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David Montgomery, Jr., President

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Phyllis McGraw, City Clerk

**The following Ordinance offered and adopted:**

**ORDINANCE NO. 10 OF 2021**

**AN ORDINANCE AUTHORIZING THE RECLASSIFICATION OF THE ACCOUNTS CLERK II POSITIONS AND THE HIRING OF ONE EMPLOYEE DUE TO A RETIREMENT IN THE CUSTOMER SERVICE DEPARTMENT, RESULTING IN A NET NEUTRAL CHANGE TO THE OPERATING BUDGET**

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**WHEREAS**, the Customer Service Department has an available position due to an employee retiring after 47 years of service; and

**WHEREAS**, this reclassification provides for an opportunity to increase the salaries of other Accounts Clerk II positions in the department; and

**WHEREAS**, the salary adjustments and hiring of an employee will have a net neutral impact to the operating budget; and

**NOW, THEREFORE, BE IT FURTHER ORDAINED** by the City Council of Bossier City, Louisiana, in regular session convened, that the Customer Service Department is hereby authorized to change the classification of the Accounts Clerk II position, and to utilize the remaining unused budgeted salary to increase the salaries of other Accounts Clerk II positions.

The above and foregoing Ordinance, read in full at open and legal session convened, was on motion of Mr. Don Williams and seconded by Mr. Timothy Larkin, and adopted on the 19th, day of January, 2021, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby (virtual), Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

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David Montgomery, Jr., President

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Phyllis McGraw, City Clerk

**The following Ordinance offered and adopted:**

**Ordinance No. 11 Of 2021**

**AN ORDINANCE APPROVING THE HIRING OF BEAST ENGINEERING, LLC TO  
MANAGE THE CONSTRUCTION OF THE WALTER O. BIGBY CARRIAGEWAY –  
PHASE II.**

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**WHEREAS**, Beast Engineering, LLC has the most expertise in road and bridge construction in North Louisiana; and

**WHEREAS**, Beast Engineering, LLC currently manages one of the largest projects in North Louisiana which is the I-20/I-220 interchange providing an entrance to the Barksdale Air Force Base;

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of Bossier City, Louisiana, in regular session convened, that the Bossier City Council does hereby approve the hiring of Beast Engineering, LLC to manage construction of the Walter O. Bigby Carriageway – Phase II.

**BE IT FURTHER ORDAINED**, that Mayor Lorenz Walker is hereby authorized to execute any and all documents in conjunction herewith.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. Thomas Harvey, and seconded by Mr. Timothy Larkin, and adopted on the 19th, day of January, 2021, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby (virtual), Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none  
ABSENT: none  
ABSTAIN: none

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David Montgomery, Jr., President

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Phyllis McGraw, City Clerk

**New Business –**

By: Mr. Williams

Motion to introduce an Ordinance requiring the Risk Manager for the City of Bossier City to be under the supervision of the Finance Director.

Seconded by Mr. Larkin

No comment

Vote in favor of motion is unanimous

By: Mr. Larkin

Motion to introduce an Ordinance appropriating \$55,000 from the 2021 Sales Tax Improvement Fund to purchase an Asphalt Patching Trailer.

Seconded by Mr. Irwin

No comment

Vote in favor of motion is unanimous

By: Mr. Free

Motion to introduce an Ordinance authorizing Mayor Lorenz Walker to execute the attached Predial Servitude Agreement.

Seconded by Mr. Larkin

No comment

Vote in favor of motion is unanimous

**The following Resolution offered and adopted:**

**RESOLUTION 2 Of 2021**

**A RESOLUTION TO FILL A CLERK TYPIST I POSITION AND 2 PART TIME KENNEL WORKER POSITIONS IN ANIMAL CONTROL.**

**WHEREAS**, Ordinance No. 2 of 2010 implemented a hiring freeze requiring Bossier City Council approval for the hiring of any personnel and Ordinance No. 21 of 2018 implemented a requirement assuring that the City department budgets not be exceeded by the hiring of any personnel and other action prohibiting the hiring of any employee receiving pay without council approval; and

**WHEREAS**, a Clerk Typist I position in the Animal Control Division is vacant and 2-part time positions are vacant; and

**WHEREAS**, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded; and

**NOW, THEREFORE**, be it ordained the administration is hereby authorized to fill these vacancies in Public Works.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Scott Irwin, and seconded by Mr. Timothy Larkin, and adopted on the 19th, day of January, 2021, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby (virtual), Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

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David Montgomery, Jr., President

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Phyllis McGraw, City Clerk

**The following Resolution offered and adopted:**

**RESOLUTION NO. 3 OF 2021**

**A RESOLUTION COMMENDING BOSSIER PARISH REGISTRAR OF VOTERS, STEPHANIE AGEE AND HER AMAZING STAFF FOR THE FLAWLESS EXECUTION OF VOTING DURING THE 2020 PRESIDENTIAL ELECTION.**

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**WHEREAS**, the 2020 Presidential Election was held during a pandemic that required many adjustments to safely handle the largest voter turnout in the history of Bossier Parish with 73.35% of registered voters participating in this election; and

**WHEREAS**, due to the need to address Covid-19 concerns, hours of operation for Early Voting were increased by 1 ½ hours per day and the days of voting were increased to 10 days; and

**WHEREAS**, precautions were taken to maintain social distancing and have sanitized pens, minimize contact with voters, and sanitize each cubicle between voters; and

**WHEREAS**, two early voting locations were maintained with 7,983 voters casting their votes at the Benton Courthouse and 14,742 voters casting their votes at the Bossier City Library History Center; and

**WHEREAS**, a mail-ballot return station was set up in the courthouse parking lot and was operated by an employee of the Registrar of Voters office the week after the close of Early Voting and the day before the election;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Bossier, in regular session convened, does hereby recognize and commend Registrar of Voters, Stephanie Agee and her amazing staff for their professionalism, vigilance, and self-sacrifice in carrying out this most essential task with precision during this unprecedented time of crisis created by Covid-19.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Timothy Larkin, and seconded by Mr. Scott Irwin, and adopted on the 19th, day of January, 2021, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby (virtual), Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

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David Montgomery, Jr., President

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Phyllis McGraw, City Clerk

**The following Resolution offered and adopted:**

**RESOLUTION 4 Of 2021**

**A RESOLUTION AUTHORIZING THE HIRING OF AN APPLICATIONS ANALYST FOR THE INFORMATION SERVICES DEPARTMENT**

**WHEREAS**, Ordinance No. 21 of 2018 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel; and

**WHEREAS**, the position of an Applications Analyst is vacant due to a vacancy; and

**WHEREAS**, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to proceed with hiring procedures for the fulfillment of this position.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Don Williams, and seconded by Mr. Timothy Larkin, and adopted on the 19th, day of January, 2021, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby (virtual), Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

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David Montgomery, Jr., President

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Phyllis McGraw, City Clerk

Justin Haydel, Manchac, Walter O. Bigby Carriageway update – Mr. Haydel explained everything that has taken place since last report including the approval of the final bride package by Union Pacific.

Stacie Fernandez, City Finance Director, Monthly Finance Report – She noted that for month ending Dec. 2020 the City was 107% of budget for Revenue and 94% of budget for expenses. She also noted that Sales tax finished at 1.8% above the same period in 2019.

Ben Rauschenbach, City Engineer, Monthly Project Report – He noted that Phase I of the Walter O. Bigby Carriageway is sustainably complete, Swan Lake Road Improvements were 10 days ahead of schedule and that the new Animal Control facility should be complete by end of March.

**There being no further business to come before this Council, the meeting adjourned at 3:32 PM by Mr. Montgomery, Jr.**

**Respectfully submitted:**

**Phyllis McGraw**

**City Clerk**

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