



These are the minutes of a regular meeting of the Mayor and Board of Alderman of the City of Kaplan held on Tuesday, November 21, 2023 at 6:00 p.m. at SSG Ulysse Trahan Council Chamber located at 701 N. Cushing Avenue.

Present: Mayor: Mike Kloesel

Board of Alderman: Dirk Gary
Randy Campbell
Justin Johnson
Chuck Guidry

Absent: Mike Renfrow

Also Present: Heather Guidry, City Clerk
Calvin Woodruff, Jr., City Attorney
Todd Vincent, City Engineer
Rob Carter, City Auditor

Mayor Kloesel called the meeting to order and welcomed everyone.

An opening prayer was offered by Pastor Farley Painter and the Pledge of Allegiance was led by Mayor Mike Kloesel.

Motion: Councilman Johnson, Second: Councilman Campbell
Unanimously carried to approve the minutes from the October 17, 2023 Regular City Council meeting.

Item #1

City Auditor Rob Carter presented the audit report for the 2022-2023 fiscal year.

Motion: Councilman Guidry, Second: Councilman Gary
Unanimously carried to approve the audit report as presented.

Item #2

The treasurer's report for October 2023 was presented on the council's iPads for their review of the budget to actual comparison.

Motion: Councilman Johnson, Second: Councilman Campbell
Unanimously carried to approve the October 2023 financials as presented.

Item #3

City Engineer Todd Vincent gave an update on current city projects.

Item #4

Assistant Police Chief Robert LeMay gave an update on behalf of the police department.

Item #5

Motion: Councilman Johnson, Second: Councilman Gary
Unanimously carried to approve the obligation to the Kaplan Fireman's Association in the amount of \$25,310.00.

Item #6

Motion: Councilman Gary, Second: Councilman Campbell
Unanimously carried to approve the obligation to the Kaplan Police Department for the 2022-2023 outings in the amount of \$3,360.00.

Item #7

Motion: Councilman Gary, Second: Councilman Johnson
Approve the utility payment contract with Tyler Technology, which would require the City of Kaplan to implement a \$3.00 technology fee on all bills commencing on the April 2024 billing cycle. This contract would give us the opportunity to collect permit fees and property taxes via credit card in the near future.

Mayor Kloesel asked for a roll call vote:

Councilman Gary: Yes
Councilman Campbell: Yes

Councilman Johnson: Yes
Councilman Guidry: No

The motion passed 3-1.

Item #8

Motion: Councilman Gary, Second: Councilman Guidry

Unanimously carried approve the adjustments to budget line items for Judicial that are needed to accommodate a salary increase for two unclassified city court clerks. This adjustment would increase the salary of Krista Trahan from \$11.71 to \$13.00 per hour and the salary of Kim Stevens from \$10.61 to \$12.00 per hour, effective January 1, 2024.

Item #9

Motion: Councilman Guidry, Second: Councilman Campbell

Unanimously carried to adopt a resolution requesting financial assistance from the State of Louisiana under the fiscal year 2023-2024 Local Government Assistance Program (LGAP) and Community Water Enrichment Fund Program (CWEF).

Item #10

Motion: Councilman Gary, Second: Councilman Johnson

Unanimously carried to introduce Ordinance 12-23-A Amendment to Ordinance 11-15-B Establishing the City of Kaplan Ordinance Settling and Regulating Fees for Permits and Hook-Ups to the City Utilities System and set for public hearing on December 19, 2023 at 6:00 p.m.

Item #11

Motion: Councilman Campbell, Second: Councilman Johnson

Unanimously carried to introduce Ordinance 12-23-B Extensions of Utility Payments and set for public hearing on December 19, 2023 at 6:00 p.m.

Item #12

Motion: Councilman Guidry, Second: Councilman Campbell

Unanimously carried to introduce Ordinance 12-23-C – Amendment to Section 22-51-Code of Ordinance - Occupational Licenses Taxes – Schedules and set for public hearing on December 19, 2023 at 6:00 p.m.

Public Comment:

No public comment was given.

Mayor Kloesel and council gave announcements.

Motion: Councilman Guidry, Second Councilman Campbell

Unanimously carried to adjourn the meeting.

/s/ Heather S. Guidry
HEATHER S. GUIDRY, CITY CLERK

/s/ Mike Kloesel
MIKE KLOESEL, MAYOR