



## REGULAR CITY COUNCIL MEETING

May 19, 2020 at 5:30 PM

Council Meeting Room, 101 North State Street,  
Abbeville, Louisiana 70510

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### AGENDA

**NOTICE POSTED:** May 18, 2020 at 4:00 P.M.

#### REGULAR ORDER OF BUSINESS

- Call to Order by Mayor
- Roll Call by Kathy Faulk
- Prayer
- Pledge

#### PERSONNEL

#### PUBLIC COMMENTS

(To allow comments on any of the following items prior to action.)

#### NEW BUSINESS

1. Ms. Denise Boudreaux to discuss criminal activity in the community.
2. To adopt a resolution adopting the standards for opening businesses in Phase 1.
3. To adopt a disaster recovery/business continuity plan.
4. To adopt a resolution authorizing the Mayor to execute the CARES Act airport grant agreement with FAA..
5. To discuss the City of Abbeville's group health insurance plan and make recommendations and to authorize the Mayor to negotiate and agree to a renewal as close to the current costs of the plan - Mr. Lloyd Campisi.

#### OLD BUSINESS

1. None.

#### TOPICS FOR DISCUSSION OR REVIEW

1. Engineers
2. Attorney
3. Public Works Director
4. Mayor
5. Police Chief
6. Fire Chief
7. Council Members

#### ADJOURN

In accordance with the Americans with Disabilities Act,  
if you need special assistance, please contact  
Mayor Mark Piazza's office at 337-893-8550,  
describing the assistance that is necessary.

**RESOLUTION NO.: R-20-\_\_**

**BE IT KNOWN AND REMEMBERED**, that pursuant to a public notice, a regularly scheduled meeting of the City Council of the City of Abbeville was held on the 19<sup>th</sup> day of May, 2020, commencing at 5:30 o'clock p.m. at City Hall, Abbeville, Louisiana, where the following resolution was moved, duly seconded, passed and adopted, to-wit:

**WHERE AS**, the Council of the City of Abbeville does hereby recognize that on March 19, 2020 Governor John Bel Edwards issued proclamation 27 JBE 2020 declaring a Public Health Emergency in order to protect the health and safety of the public from the threat of COVID-19, which is incorporated herein by reference;

**WHERE AS**, the Council of the City of Abbeville does hereby recognize that on April 30, 2020 Governor John Bel Edwards issued proclamation 52 JBE 2020, renewing Proclamations Numbers 38 JBE 2020, 41 JBE 2020, 43 JBE 2020, and 47 JBE 2020, extending the Stay at Home Order, and adopting the standards of the White House Coronavirus Task Force guidelines for Opening Up America Again, as modified from time to time by both Federal and State Agencies, all of which are incorporated herein by reference;

**WHERE AS**, the Council of the City of Abbeville does hereby recognize that on May 14, 2020 Governor John Bel Edwards issued proclamations 58 JBE 2020, which implemented Phase 1 of Resilient Louisiana, and 59 JBE 2020 which renewed the State of Emergency for COVID-19 Extension of Emergency Provisions, both of which are incorporated herein by reference;

**NOW, BE IT RESOLVED** that the City Council of the City of Abbeville, acting as the governing authority of said city does hereby adopt the findings of Governor John Bel Edwards, as set forth above, and implements the criteria established by the White House Coronavirus Task Force, as modified by the agencies of the State of Louisiana, in order to enter into Phase One for the reopening of applicable businesses situated within the City of Abbeville, as follows:

**SECTION 1: PHASE 1 ORDER**

- A) To preserve the public health and safety, and to ensure the healthcare system is capable of serving all citizens in need, all individuals within the State of Louisiana should stay at home as much as possible to avoid unnecessary exposure to COVID-19.
- B) All individuals who are at higher risk of severe illness from COVID-19 should stay at home, unless travelling outside the home for an essential activity, such as
  - 1) Obtaining food, medicine, and other similar goods necessary for the individual or a family member of the individual.
  - 2) Obtaining medical care and treatment and other similar vital services for an individual or a family member of the individual.
  - 3) Going to and from an individual's workplace.
  - 4) Going to and from the home of a family member.

- 5) Going to and from an individual's place of worship.
- 6) Engaging in outdoor activity, provided individuals maintain a distance of six feet from one another.

Those individuals who are at higher risk of severe illness, as designated by the Centers for Disease Control (CDC), are those with conditions such as asthma, chronic lung disease, compromised immune systems (including from smoking, cancer treatment, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, or use of corticosteroids or other immune weakening medications), diabetes, serious heart disease (including heart failure, coronary artery disease, congenital heart disease, cardiomyopathies, and hypertension), chronic kidney disease undergoing dialysis, liver disease, or severe obesity or those who are 65 or older or living in a nursing home or long term care facility.

- C) All individuals should avoid groups of any size that do not allow for strict social distancing.
- D) All businesses and organizations shall require that any owner or employee having interaction or contact with the public shall wear a mask or a face covering.
- E) CLOSURE OF NONESSENTIAL BUSINESSES

- 1) The following nonessential businesses shall remain closed to the public and members:

- a) All places of public amusement, whether indoors or outdoors, including but not limited to, locations with amusement rides, carnivals, amusement parks, water parks, trampoline parks, arcades, fairs, pool halls, children's play centers, playgrounds, theme parks, concert and music halls, adult entertainment venues, bowling alleys, bars without an LDH food service permit, and other similar businesses.
- b) Certain personal care and grooming businesses including massage establishments, tattoo parlors, and other similar businesses.

- 2) Businesses closed to the public pursuant to Paragraph (1) of this Subsection shall not be prohibited from conducting necessary activities such as payroll, cleaning services, maintenance or upkeep as necessary.

- F) CRITICAL INFRASTRUCTURE AND ESSENTIAL BUSINESSES

All businesses outlined in the guidance from the Cybersecurity and Infrastructure Agency (CISA) as outlined in version 3.0 of that guidance and published at

[www.cisa.gov/publicationguidance-essential-critical-infrastructure-workforce](http://www.cisa.gov/publicationguidance-essential-critical-infrastructure-workforce) may remain in full operation. All owners and employees at such businesses shall maintain strict social distancing between themselves and members of the public and shall wear face coverings at all times if interacting with the public.

G) OTHER BUSINESSES AND ORGANIZATIONS ALLOWED TO CONTINUE OPERATIONS

1) Restaurants, Cafes, and Coffee Shops

- a) All restaurants, cafes, and coffee shops shall be allowed to continue drive-up or curbside delivery service.
- b) All restaurants, cafes, and coffee shops shall be allowed to begin dine-in service under the following conditions:
  - i) No establishment shall exceed 25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and number of members of the public present in the building at one time.
  - ii) All employees and owners at such businesses shall maintain strict social distancing between themselves and members of the public and shall wear face coverings at all times if interacting with the public.
  - iii) Waiting areas shall be closed. Members of the public should be required to make reservations or to wait outside, while maintaining social distancing, or in vehicles.
  - iv) All buffets or other common food stations shall remain closed.
- c) Any bar with an approved food service permit from the Louisiana Department of Health may reopen under the same requirements in subparagraph G(1)(b) above
- d) Any business operating pursuant to this subsection shall follow the applicable guidance from the State Fire Marshal published at [opensafely.la.gov](http://opensafely.la.gov) and the Louisiana Department of Health with regard to sanitization and disinfection.

2) Beauty Shops, Salons, and Barber Shops

All beauty shops, salons, and barber shops shall be allowed to operate under the following condition

- a) No establishment shall exceed 25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and

members of the public present in the building at one time.

- b) No establishment shall provide esthetic services as defined in La. R.S. 37:563.
- c) Waiting areas shall be closed. Members of the public should be required to make reservations or to wait outside, while maintaining social distancing, or in vehicles.
- d) All employees and owners at such businesses shall maintain as much as possible strict social distancing between themselves and between members of the public and shall wear face coverings at all times if interacting with the public.
- e) Any business operating pursuant to this subsection shall follow the applicable guidance from the State Fire Marshal published at [opensafely.la.gov](https://opensafely.la.gov) and the Louisiana Department of Health with regard to sanitization and disinfection.

3) Churches and other faith-based organizations:

- a) No establishment shall exceed 25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and members of the public present in the building at one time.
- b) Outdoor services may continue pursuant to the May 1, 2020 guidance set forth by the State Fire Marshal.
- c) All employees of churches and faith-based organizations shall maintain social distancing to the extent possible between themselves and members of the public and shall wear face coverings at all times if interacting with the public.
- d) Lobbies or other areas where members of the public may congregate (except for bathrooms) shall be closed to the public.
- e) Any church or faith-based organization shall follow the applicable guidance from the State Fire Marshal published at [opensafely.la.gov](https://opensafely.la.gov).

4) Gyms and fitness centers:

- a) No establishment shall exceed 25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and members of the public present in the building at one time.
- b) All employees and owners of such businesses shall maintain social distancing to the extent possible between themselves and members of the public and shall wear face coverings at all times if interacting with the public.

- c) Waiting rooms, lobbies, or other areas where members of the public may congregate (except for bathrooms) shall be closed to the public. Members of the public should be required to wait outside, while maintaining social distancing, or in vehicles.
  - d) Any business operating pursuant to this subsection shall follow the applicable guidance from the State Fire Marshal published at [opensafely.la.gov](https://opensafely.la.gov), and the Louisiana Department of Health with regard to sanitization and disinfection.
- 5) All other businesses or organizations shall be allowed to continue operations, subject to the following conditions:
- a) No establishment shall exceed 25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and members of the public present in the building at one time.
  - b) All employees and owners of such businesses shall maintain social distancing to the extent possible between themselves and members of the public and shall wear face coverings at all times if interacting with the public.
  - c) Waiting rooms, lobbies, or other areas where members of the public may congregate (except for bathrooms) shall be closed to the public. Members of the public should be required to wait outside, while maintaining social distancing, or in vehicles.
  - d) Any business operating pursuant to this subsection shall follow the applicable guidance from the State Fire Marshal published at [opensafely.la.gov](https://opensafely.la.gov) and the Louisiana Department of Health with regard to sanitization and disinfection.

## SECTION 2: MISCELLANEOUS.

### A) Recommended Cleaning Products

- Clean the area or item with soap and water or another detergent if it is dirty. Then, use disinfectant.
- Recommend use of EPA-registered household disinfectant. Follow the instructions on the label to ensure safe and effective use of the product. Many products recommend:
  - Keeping surface wet for a period of time (see product label)
  - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
- Diluted household bleach solutions may also be used if appropriate for the surface.
  - Check the label to see if your bleach is intended for disinfection, and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening may not be suitable for disinfection.

- Unexpired household bleach will be effective against coronaviruses when properly diluted. Follow manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser. Leave solution on the surface for at least 1 minute.
- To make a bleach solution, mix:
  - 5 tablespoons (1/3rd cup) bleach per gallon of water, or
  - 4 teaspoons bleach per quart of water
- Alcohol solutions with at least 70% alcohol may also be used.

**B) Frequently Asked Questions:**

1. **Can I set tents or open areas outside of the existing building foot print?** Yes. But subject to local or parish ordinances.
2. **Can I operate in a city or parish that prohibits me to open?** No. Local jurisdictions can be more restrictive.
3. **If guests order bottled alcohol at counter service can it be opened for them?** No.
4. **Can I provide a cocktail (mixed drink) as part of my alcohol license on premises?** Yes.
5. **Can I provide restroom services inside my restaurant?** Yes, you are allowed to.
6. **Does a counter order include pick-up for a phone order and the direct ordering of food at the counter?** Yes.
7. **Are masks required for all restaurant employees?** Yes, especially in situations that you are not maintaining social distancing. Face covers are the minimum level of mask protection.
8. **Are guests required to wear masks?** No, however the public is strongly encouraged to wear face coverings when in public.
9. **What are the responsibilities of providing social distancing on the patio when there is no table staff?** Owner/operator will still manage property as normal and ensure seating layouts and procedures are followed or otherwise cease service.

**C) All retail stores, banks, restaurants, museums, libraries, churches and all public buildings shall post a warning sign stating:**

**WARNING:**

**It is highly recommended that individuals over the age of 65 and anyone with underlying medical conditions should continue to shelter at home**

**APPROVED AND ADOPTED** on this 19 day of May, 2020.

\_\_\_\_\_  
Hon. Mark F. Piazza, Mayor

\_\_\_\_\_  
Mr. Francis Touchet, Jr.  
Mayor Pro-Tem/Councilman District B

\_\_\_\_\_  
Mr. Francis J. Plaisance  
Councilman at Large

\_\_\_\_\_  
Mr. Brady Broussard, Jr.  
Councilman District C

\_\_\_\_\_  
Ms. Roslyn R. White  
Councilwoman District A

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Ms. Terry Y. Broussard  
Councilwoman District D

### CERTIFICATE

I, Kathleen S. Faulk, the duly qualified and appointed Clerk of the City of Abbeville, State of Louisiana, do hereby certify that the above and foregoing resolution was duly approved at the regular meeting of the Mayor and City Council of the City of Abbeville held on May 19, 2020.

THUS DONE AND SIGNED in Abbeville, Louisiana on this \_\_\_\_ day of May, 2020.

\_\_\_\_\_  
Kathleen S. Faulk, City Secretary/Treasurer



# City of Abbeville

## Disaster Recovery/Business Continuity Plan

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The City of Abbeville has Emergency Plans with procedures to follow in case of an emergency with loss of utilities. The purpose of this document is to cover other contingencies that may occur in the business setting and provide arrangements to ensure the least amount of disruption of service and assist the business in recovering its facilities, data and assets.

### Business Continuity Team

- Mark F. Piazza, City Mayor (337) 898-4204 Cell (337)316-4135
- Frances Touchet, Jr., Mayor Pro Tem / Finance Committee Chairman (337) 247-3636
- Kathleen S. Faulk, Secretary Treasurer (337) 898-4219 Cell (337) 652-1859
- Clay Menard, Public Works Director (337) 898-4228 Cell (337) 316-1080
- Richard Primeaux, City Engineer (337) 893-8397, Cell (337) 652-0099

### Loss of Key Personnel

Key Personnel include the following with steps to handle the immediate departure of each individual:

#### **Mark F. Piazza, Mayor**

The Mayor would be the first point of contact in case of emergency. In his absence, the **Mayor Pro Tem**, would step in or appoint someone to handle the operations.

#### **Richard Primeaux, City Engineer**

The CE would handle the responsibilities for Emergency Management if necessary.

The CE is responsible for the clearing and maintenance of the roads and bridges in the city with the assistance of Clay Menard, PWD.

Darnall, Sikes, & Frederick CPA handles our audit and Steve Moosa is the Audit Partner. He can be contacted at (337)457-4146.

Primeux Touchet & Associates, Inc. is the Engineering firm for the city (337) 893-8397.

Control Devices / Harvey Dubois is the electrical consultant for the city (337) 519-2372.

## Loss of Building

City Hall building handles the operations of the city and the administrative staff. The building has a generator that runs weekly for testing purposes. It runs on diesel and the tanks are kept full. The generator is monitored annually by Genstar. If there is damage to the building, staff would relocate to the "safe Room" located at Abbeville General Hospital.

## Loss of Business Documentation

Information Technology (IT) is a vital part of Continuity of Business Services. The Administrative Office has electronic and hard copies of records. The City has a record retention policy which is maintained in accordance with the State of Louisiana standards.

Disasters can include invasion of computerized system (virus), loss of electronic storage and hard paper records storage. The Denison Group & Comtech, Inc. handle our IT needs.

Christine Lissard (337) 519 2189, or Spencer Doucet, (337)849-8169, can be contacted for any emergencies. Either will assist in getting the office operational in the event of any occurrence.

Our AS400 is backed up daily onsite and offsite in cloud storage by CMA. Our backups are monitored monthly for verification. The AS400 does not require antivirus as it is protected by a firewall.

Unfortunately, if there is damage to paper copies of information, there is no way to replace without requesting a copy from the third party but since most of the information is just a duplicate there is not a problem.

The City of Abbeville, Parish of Vermilion, met in regular session on May 19, 2020. The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**RESOLUTION NO. \_\_\_\_\_**

A resolution authorizing the Mayor to execute an Agreement with the Federal Aviation Administration (FAA) for funds to be used for purposes directly related to the Abbeville Chris Crusta Memorial Airport.

**WHEREAS**, the Coronavirus Aid, Relief and Economic Security (CARES) Act (H.R. 748, Public Law 116-136) includes funds to be awarded as economic relief to eligible airports affected by the prevention of, preparation for and response to the COVID-19 pandemic; and

**WHEREAS**, the City of Abbeville has submitted to the FAA a CARES Act Airport Grant Application requesting funds for any purpose for which airport funds may be lawfully used, as found in the Office of Airports Revenue Use Policy, except airport development or land acquisition; and

**WHEREAS**, the FAA has approved the Grant Application and desires to cooperate with the City of Abbeville according to the terms and conditions identified in said Agreement; and

**WHEREAS**, the FAA will provide and reimburse the City of Abbeville up to \$30,000 in funds for any purpose for which airport revenues may be lawfully used.

**NOW THEREFORE, BE IT RESOLVED** by the City of Abbeville that it does hereby authorize the Mayor to execute said Agreement, for funds to be used for purposes directly related to the Abbeville Chris Crusta Memorial Airport, identified as FAA CARES Grant No. 3-22-0001-020-2020.

This resolution shall be in full force and effect from and after its adoption.

This aforesaid resolution, having been submitted to a vote, the vote thereon was as follows:

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**WHEREUPON**, the resolution was declared adopted on the \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF ABBEVILLE

BY: \_\_\_\_\_  
*Signature*

Kathy Faulk  
\_\_\_\_\_  
*Typed or Printed Name*

TITLE: Secretary-Treasurer  
\_\_\_\_\_