

**Zachary Home Rule Charter
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, February 20, 2024, 6:00 P.M.**

A. CALL TO ORDER

Mr. Kline called the meeting to order at 6:06 p.m., on Tuesday February 20, 2024, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Noel offered the invocation and pledge of allegiance.

C. OPENING PROCEDURES

1. ROLL CALL

PRESENT

Billy Kline

Adam Kwentua

Emily Harr

John Hopewell

Brandon Noel

Ben Cavin

Darin David – arrived at 6:08 p.m.

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

An opportunity for public comment shall be observed before a vote is taken on any agenda item. Once recognized by the presiding officer, the person afforded the floor, shall identify the agenda item upon which he or she wishes to provide comment and shall limit his or her comments to matters that are strictly relevant to that agenda item. Commentary shall not exceed three (3) minutes per person. No dialogue between Zachary Home Rule Charter board members and the public shall be permitted at these meetings, except to clarify the nature of questions and/or comments. The presiding officer reserves the right to limit and/or terminate any commentary when deemed necessary or outside of public decorum.

3. CHANGES/ADDITIONS TO AGENDA

D. READING OF THE MINUTES

1. Approval of minutes from the December 19, 2023, meeting, and approve them as with corrections as noted.

The motion was made by Commissioner Cavin

The motion was seconded by Commissioner Noel

YEAS: Kline, Noel, Kwentua, Cavin

NAYS: None

ABSENT: David
ABSTAINED: Hopewell

E. OLD BUSINESS

1. Completion of Review of prior sections previewed.

Mayor McDavid was present to speak to commissioners regarding Article II Sections 2-03, Article III Section 3-07, and Article IV Section 4-06. Councilman Graves was also in attendance to speak.

The motion was made by Commissioner Kline

The motion was seconded by Commissioner Hopewell

To review and re-visit Article II Sections 2-03, Article III Section 3-07, and Article IV Section 4-06.

YEAS: Hopewell, Kline, Kwentua, Cavin, Noel, David

NAYS: None

ABSENT: None

ABSTAINED: None

F. NEW BUSINESS

1. Appointment of the vacant seat pursuant to resignation of Emily Harr.

Commissioner Kline spoke and said that he would like to see Emily Harr listed as a member of the Home Rule Charter on the final draft as she should be recognized for the work she has done on the revisions of the new charter.

At this time Commissioner Hopewell nominated Mr. LT Dupre to be appointed to the commission to fill Mrs. Harr’s vacant seat. The vote is as follows:

The motion was made by Commissioner Kline

The motion was seconded by Commissioner Noel

To approve LT Dupre as the new commission board member.

YEAS: Hopewell, Kline, Kwentua, Cavin, Noel, David

NAYS: None

ABSENT: None

ABSTAINED: None

At this time Commissioner Hopewell swears in LT Dupre as the new commissioner.

2. Discussion and review of ARTICLE IV – ADMINISTRATION Section 4-04 City Prosecutor.

The Commissioners reviewed ARTICLE IV – ADMINISTRATION Section 4-04 City Prosecutor.

The motion was made by Commissioner Noel

The motion was seconded by Commissioner Kline

To approve the proposed changes to ARTICLE IV- ADMINISTRATION Section 4-04 City Prosecutor as follows:

- A. The city prosecutor shall be an attorney licensed to practice in the courts of Louisiana with at least five (5) years' experience in the practice of law.
- B. The city prosecutor shall have charge of all criminal matters prosecuted by the City.
- C. The city prosecutor may be recommended by the city attorney and shall be appointed by the mayor upon the advice and consent of the council and serve at the pleasure of the mayor.
- D. Any assistant city prosecutor(s) may be recommended by the city attorney, and shall be appointed by the mayor upon the advice and consent of the council and serve at the pleasure of the mayor. Any assistant city prosecutor(s) shall serve under the direction and supervision of the city prosecutor. To promote independent function, prevent potential conflict, and to provide for resolution of conflicts, any assistant city prosecutor(s) shall not be a member of the same firm as the city prosecutor nor be associated professionally with him or her in any way. The city prosecutor and any assistant city prosecutor(s) are charged with and shall abide by the rules of professional conduct applicable to attorneys practicing in Louisiana.
- ~~E. No special city prosecutor shall be employed by the City except by written contract after appointment by the mayor and the advice and consent of the council.~~

E. In the event that the city prosecutor and/or any assistant city prosecutor(s) is unable to perform the duties of the city prosecutor due to necessary recusal or temporary absence, the mayor upon the recommendation of the city attorney may appoint an attorney licensed to practice in the courts of Louisiana with at least five (5) years' experience in the practice of law and not otherwise affiliated with the city to act as the city prosecutor ad hoc . Said city prosecutor ad hoc may be compensated for his service and shall serve for the duration of the recusal or absence and at the discretion of the mayor.

YEAS: Hopewell, Kline, Kwentua, Cavin, Noel, David
NAYS: None
ABSENT: None
ABSTAINED: None

- 3. Discussion and review of ARTICLE IV – ADMINISTRATION Section 4-06 Police Department (E) pertaining to the police chief serving as marshal of the city court.

No action was taken on this item.

G. REPORT OF THE CHAIRMAN

H. ADJOURNMENT

The meeting was adjourned at 7:14 p.m.

CERTIFICATION

Dana LeJeune, Clerk of City Council
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA

William Kline, Chairman

I, Dana LeJeune, do hereby certify that I am the duly appointed and acting Clerk of the City Council for the City of Zachary, Parish of East Baton Rouge, Louisiana.

I further certify that the above and foregoing is a true and correct copy of the minutes of the regular meeting of the Zachary Home Rule Charter Commission of the City of Zachary, Louisiana, held on Tuesday, February 20, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council