

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, MAY 23<sup>rd</sup>, 2023**  
**CHAIRMAN THOMAS MALIK**  
**VICE-CHAIR KURT BECNEL**

The Council of the Parish of St. John the Baptist Parish, State of Louisiana, met in Regular Session in the St. John the Baptist Parish Government Complex Chambers, LaPlace, Louisiana on Tuesday, May 23<sup>rd</sup>, 2023, at 6:00 PM.

**CALL TO ORDER:**

**ROLL CALL:** Lennix Madere, Jr., Councilman-at-Large, Div. A, Kurt Becnel, Councilman District I, Tammy Houston, Councilwoman District III, Robert Arcuri, Councilman District V, Warren Torres, Councilman District II, Michael Wright, Councilman-at-Large, Div. B, Thomas Malik, Councilman District VII, Tyra Duhe-Griffin, Councilwoman District IV, Tonia Schnyder, Councilwoman District VI

**ABSENT:** None

Councilman Torres led the Prayer and Councilwoman Duhe-Griffin led the Pledge.

Legal Counsel Keith Green, Jr. and Kennilyn Schmill were present.

**PUBLIC COMMENT - AGENDA ITEMS ONLY (3 minutes per citizen)**

There was no public comment at this time.

**CONSENT AGENDA:**

**ITEMS:** Approval of Minutes - May 9<sup>th</sup>, 2023, Council Meeting; Councilman Malik - Appointment of Eric Torres to the Planning and Zoning Commission

**MOTION:** Councilman Arcuri moved and Councilman Madere seconded the motion to approve consent agenda item - Approval of Minutes - May 9<sup>th</sup>, 2023, Council Meeting; Councilman Malik - Appointment of Eric Torres to the Planning and Zoning Commission. The motion passed unanimously.

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to go into Executive Session to discuss *Camille Oubre v. Judge Nghana Lewis and St. John the Baptist Parish Council*, Civil Action No. 22-cv-01789. The motion passed unanimously.

**MOTION:** Councilman Arcuri moved and Councilman Madere seconded the motion to go back into Regular Session. The motion passed with 8 yeas and 1 abstaining (Duhe-Griffin).

There was no action taken as a result of the Executive Session.

**MOTION:** Councilwoman Schnyder moved and Councilman Arcuri seconded the motion to authorize legal counsel to enter into settlement negotiations in the matter of *Camille Oubre v. Judge Nghana Lewis and St. John the Baptist Parish Council*,

Civil Action No. 22-cv-01789. The motion passed with 8 yeas and 1 abstaining (Duhe-Griffin).

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to go into Executive Session to discuss *St. John the Baptist Parish District Attorney vs. St. John the Baptist Parish, et al., Docket No. C-77055*. The motion passed unanimously.

**EXECUTIVE SESSION**

*Camille Oubre v. Judge Nghana Lewis and St. John the Baptist Parish Council,*  
Civil Action No. 22-cv-01789

*St. John the Baptist Parish District Attorney vs. St. John the Baptist Parish, et al., Docket No. C-77055*

**MOTION:** Councilwoman Schnyder moved and Councilman Arcuri seconded the motion to go back into Regular Session. The motion passed with Councilman Wright absent.

There was no action taken as a result of the Executive Session.

**REPORTS:**

**President's Report**

**Jaclyn Hotard - Monthly Financial Report (April 2023)**

**PUBLIC HEARING AND ADOPTION ON ORDINANCE(S)/NEW BUSINESS:**

**MOTION:** Councilman Arcuri moved and Councilwoman Houston seconded the motion to suspend the rules to amend Ordinance 23-19 to change the amount of money from \$750.00 to \$792.00. The motion passed unanimously.

**23-19** (Public Hearing Held) An ordinance authorizing the Parish President to execute an Act of Sale for the purchase of that certain immovable property located at Lot R-1-2 of Lot B, of Farm Lot 8, of Woodland Plantation, located in the area generally bounded by Main Street, Columns Court, Highway 51, & Lasseigne Street, LaPlace, St. John the Baptist Parish, LA, at a purchase price to not exceed \$792.00 (J. Hotard)

**MOTION:** Councilman Arcuri moved and Councilman Wright seconded the motion to approve amended Ordinance 23-19. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-112 - A Resolution authorizing St. John the Baptist Parish to award the bid for the 2023 Submersible Pumps to Allen J. Harris Co., Inc.**

**MOTION:** Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R23-112. A Resolution authorizing St. John the Baptist Parish to award the bid for the 2023 Submersible Pumps to Allen J. Harris Co., Inc. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative

business of the Parish; and WHEREAS, Allen J. Harris Co., Inc. of Metairie, LA submitted the lowest responsive and responsible bid in the amount of \$137,150; and, WHEREAS, this is an annual bid and orders will be placed on an as-needed basis; and, WHEREAS, purchases are funded through the Utilities Budget. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to award the bid for the 2023 Submersible Pumps and Related Materials to Allen J. Harris Co., Inc. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-113 - A Resolution authorizing St. John the Baptist Parish to award the bid for the 2023 Self-priming Pumps to DXP Enterprises Inc. dba Delta Process Equipment**

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution R23-113. A Resolution authorizing St. John the Baptist Parish to award the bid for the 2023 Self-priming Pumps to DXP Enterprises Inc. dba Delta Process Equipment. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Delta Process Equipment of Metairie, LA submitted the lowest responsive and responsible bid in the amount of \$55,590; and, WHEREAS, this is an annual bid and orders will be placed on an as-needed basis; and, WHEREAS, purchases are funded through the Utilities Budget. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to award the bid for the 2023 Self-priming Pumps to DXP Enterprises Inc. dba Delta Process Equipment. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-114 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 4 with Kass Bros, Inc. for the Carrollwood Drive Rehabilitation Project**

**MOTION:** Councilman Arcuri moved and Councilman Wright seconded the motion to approve Resolution R23-114. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 4 with Kass Bros, Inc. for the Carrollwood Drive Rehabilitation Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Change Order No. 4 increases the original Agreement amount by \$139,515.86 and adds an additional twenty-six (26) calendar days; and, WHEREAS, the increase is due to additional striping that was added between Airline and Madewood Rd., additional concrete panels at the North end of Carrollwood that include catch basins for proper drainage and additional driveways; and, WHEREAS, this is a close-out Change Order to adjust quantities used to complete repairs; and, WHEREAS, the project is funded through the Public Works Budget. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Council to execute Change Order No. 4 between St. John the Baptist Parish and Kass Bros, Inc. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-115 - A Resolution authorizing St.**

**John the Baptist Parish President to execute the Certificate of Substantial Completion with Kass Bros, Inc. for the Carrollwood Drive Rehabilitation Project**

**MOTION:** Councilman Wright moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution R23-115. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Kass Bros, Inc. for the Carrollwood Drive Rehabilitation Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, this project has been deemed substantially complete by the Project Engineer and the Public Works Director; and, WHEREAS, all punch list items were identified and are near completion. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to sign and execute the Certificate of Substantial Completion between St. John the Baptist Parish and Kass Bros, Inc. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-116 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with TBT Contracting, Inc. for the Ezekial Jackson Airnasium Project**

**MOTION:** Councilman Madere moved and Councilman Torres seconded the motion to approve Resolution R23-116. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with TBT Contracting, Inc. for the Ezekial Jackson Airnasium Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, this project has been deemed substantially complete by the Project Engineer; and, WHEREAS, all punch list items were identified and are near completion. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to sign and execute the Certificate of Substantial Completion between St. John the Baptist Parish and TBT Contracting, Inc. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-117 - A Resolution authorizing St. John the Baptist Parish to enter into a Cooperative Endeavor Agreement (CEA) with the Coastal Protection and Restoration Authority for the Sunset Park Restoration Project**

**MOTION:** Councilman Wright moved and Councilwoman Houston seconded the motion to approve Resolution R23-117. A Resolution authorizing St. John the Baptist Parish to enter into a Cooperative Endeavor Agreement (CEA) with the Coastal Protection and Restoration Authority for the Sunset Park Restoration Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Sunset Park is in need of restoration which will include rip rap for the first layer of shoreline protection, backfill bank stabilization and

planting native marshland plants to further stabilize the northern portion of the park; and, WHEREAS, this CEA is for the purpose of allocating project funding in the amount of \$56,250 with a match of \$18,750 which will be funded through the Professional Services line item of the Planning and Zoning Fund. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to sign and execute the Cooperative Endeavor Agreement between St. John the Baptist Parish and the Coastal Protection and Restoration Authority. The motion passed unanimously.

**Jaclyn Hotard - Resolution - R23-118 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Dewberry Engineers, Inc. for a Comprehensive Stormwater Master Plan**

**MOTION:** Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R23-118. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Dewberry Engineers, Inc. for a Comprehensive Stormwater Master Plan. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Dewberry Engineers, Inc. ranked first out of nine (9) qualification packages received and reviewed by the Source Selection Committee; and, WHEREAS, the Comprehensive Stormwater Master Plan will be developed Parish wide to access future potential funding opportunities such as Hazard Mitigation, Community Development Block Grants, etc. for drainage improvements; and, WHEREAS, existing data from the Louisiana Watershed Initiative will be utilized to identify improvements required which include the West Shore Lake Pontchartrain Levee Project impacts on drainage to prevent future flooding within the Parish; and, WHEREAS, the estimated cost of the Agreement is \$999,246.50 and will be funded through the Levee Fund. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to enter into a Professional Services Agreement with Dewberry Engineers, Inc. for a Comprehensive Stormwater Master Plan. The motion passed unanimously.

**Jaclyn Hotard - Resolution - R23-119 - A Resolution authorizing St. John the Baptist Parish to adopt a Louisiana Compliance Questionnaire as a required part of St. John the Baptist Parish's Annual Financial and Compliance Audit**

**MOTION:** Councilwoman Houston moved and Councilman Wright seconded the motion to approve Resolution R23-119. A Resolution authorizing St. John the Baptist Parish to adopt a Louisiana Compliance Questionnaire as a required part of St. John the Baptist Parish's Annual Financial and Compliance Audit. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, the Legislative Auditor required that a Louisiana Compliance Questionnaire be completed by the Parish President and adopted by the St. John the Baptist Parish Council; and, WHEREAS, the attached questionnaire must be presented to the auditor at the beginning of the annual audit; and, WHEREAS, the auditor will test the accuracy of the response to the questionnaire during the course of the audit. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist

Parish Council, that St. John the Baptist Parish is hereby authorized to adopt a Louisiana Compliance Questionnaire. The motion passed unanimously.

**Jaclyn Hotard - Resolution - R23-120 - A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 170 of the 2022 Regular Legislative Session of the Louisiana Legislature in the sum of \$250,000 to St. John the Baptist Parish for the Improvements of Water and Sewer Infrastructure**

**MOTION:** Councilman Arcuri moved and Councilman Wright seconded the motion to approve Resolution R23-120. A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 170 of the 2022 Regular Legislative Session of the Louisiana Legislature in the sum of \$250,000 to St. John the Baptist Parish for the Improvements of Water and Sewer Infrastructure. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Act 170 of 2022 Regular Legislative Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 170 contains a line item appropriation within the Agency's budget for the benefit of St. John the Baptist Parish of which the sum of \$250,000.00 has been allocated for the improvement of infrastructure, and WHEREAS, the public purpose for the described funding is to make improvements to the water and sewerage infrastructure in St. John the Baptist Parish, and WHEREAS, St. John the Baptist Parish desires to cooperate with the State of Louisiana, Department of Treasury in the implementation of said improvements, NOW, THEREFORE, BE IT RESOLVED by the St. John the Baptist Parish Council, acting as governing authority of said Parish SECTION 1. That the St. John the Baptist Parish Council does hereby authorize the Parish President to execute a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury for the improvement of water and sewerage infrastructure. The motion passed unanimously.

**Jaclyn Hotard/Joseph Savoie - Resolution - R23-121 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with LA Contracting Enterprise, L.L.C. for the Ruddock Water System Elevation of Electrical Components Project**

**MOTION:** Councilman Wright moved and Councilman Madere seconded the motion to approve Resolution R23-121. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with LA Contracting Enterprise, L.L.C. for the Ruddock Water System Elevation of Electrical Components Project. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, Change Order No. 3 increases the original Agreement amount by \$32,964 and adds an additional twenty-eight (28) calendar days; and, WHEREAS, increase is due to the addition of fabrication of VFD pedestals required to

complete the project; and, WHEREAS, this project is partially funded by FEMA (75%) with a 25% match being funded through the 2014/2015 Bond Issue. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute Change Order No.3 between St. John the Baptist Parish and LA Contracting Enterprise, L.L.C. The motion passed with 8 yeas and 1 against (Torres).

**Jaclyn Hotard/Joseph Savoie - Resolution - R23-122 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with LA Contracting Enterprise, L.L.C. for the 2020-2022 Parish Wide Canals Contract "B" Dredging/Excavation**

**MOTION:** Councilman Becnel moved and Councilman Wright seconded the motion to approve Resolution R23-122. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with LA Contracting Enterprise, L.L.C. for the 2020-2022 Parish Wide Canals Contract "B" Dredging/Excavation. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and WHEREAS, this project has been deemed substantially complete by the Project Engineer; and, WHEREAS, all punch list items were identified and completed. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to sign and execute the Certificate of Substantial Completion between St. John the Baptist Parish and LA Contracting Enterprise, LLC. The motion passed with 8 yeas and 1 against (Torres).

**Jaclyn Hotard/Peter Montz - Resolution - R23-123 - A Resolution authorizing St. John the Baptist Parish to settle and pay the November 1, 2022, Property Damage Claim to Aneka Moll of 45446 St. Paul Loop, Hammond, LA 70401**

**MOTION:** Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R23-123. A Resolution authorizing St. John the Baptist Parish to settle and pay the November 1, 2022, Property Damage Claim to Aneka Moll of 45446 St. Paul Loop, Hammond, LA 70401. WHEREAS, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and, WHEREAS, Louisiana Claims Administrators (LoCA) recommended, and Legal Counsel approved the settlement amount of \$2,697.11; and, WHEREAS, the settlement will be funded through the Settlement line item of the General Fund. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to settle and pay the November 1, 2022, Property Damage Claim to Aneka Moll of 45446 St. Paul Loop, Hammond, LA 70401. The motion passed unanimously.

**INTRODUCTION OF ORDINANCES:**

- 23-20** An ordinance to rescind Ordinance 23-05, which reads: Ord.  
23-05 - An ordinance approving the rezoning of the Julius

Hemple Tract, located in the area generally bounded by Highway 18, Royal Court, E. 11<sup>th</sup> Street, & Glendale Plantation Road, Edgard, St. John the Baptist Parish, LA from the Residential District One (R-1) & the Commercial District One (C-1) to the Residential District Three (R-3), as shown in Exhibit 1 attached (J. Hotard)

**23-21** An ordinance approving the resubdivision of Lot 85, located in the area generally bounded by E. 28<sup>th</sup> Street, Highway 44, E. 27<sup>th</sup> Street, and Perilloux Drive, Reserve, St. John the Baptist Parish, LA, as shown in Exhibit 1 attached (PZS-23-1350) (J. Hotard & T. Lambeth)

**23-22** An ordinance approving the family resubdivision of the Morgan Jacob Tract into Lots A, B, C, & D of the Morgan Jacob Tract, located in the area generally bounded by the Y & M V Railroad, Water Plant Road, James Court, & W. 2<sup>nd</sup> Street, LaPlace, St. John the Baptist Parish, LA, as shown in Exhibit 1 attached (PZS-23-1345) (J. Hotard & T. Lambeth)

**CORRESPONDENCE/COUNCIL BRIEFS:**

**ADJOURNMENT:**

At 8:12 PM, Councilman Wright moved and Councilman Madere seconded the motion to adjourn. The motion passed unanimously.

/s/Michael Wright  
COUNCIL CHAIRMAN

/s/Jackie Landeche  
Council Secretary