

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, JANUARY 25<sup>th</sup>, 2022**  
**CHAIRMAN MICHAEL WRIGHT**  
**VICE-CHAIR LENNIX MADERE**

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, January 25<sup>th</sup>, 2022, at 6:30 PM.

**CALL TO ORDER:**

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

**ABSENT:** None

Councilwoman Houston led the Prayer. Councilman Malik led the Pledge.

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

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

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to suspend the rules to amend the agenda to add Correspondence and Council Briefs. The motion passed unanimously.

**MOTION:** Councilwoman Houston move and Councilwoman Schnyder seconded the motion to add Correspondence and Council Briefs to the agenda before Adjournment. The motion passed unanimously.

**CONSENT AGENDA:**

**ITEMS:** Approval of Minutes - January 11<sup>th</sup>, 2022, Council Meeting; Civil Service Board - Appointment of Raydell Patterson - Employee Representative; Permit Approval - Krewe of Tohwahpahsah - Saturday, February 26<sup>th</sup>, 2022, beginning at 12 Noon; Permit Approval - Krewe of Dage' - Sunday, February 27<sup>th</sup>, 2022, beginning at 11:00 AM; Jaclyn Hotard - Appointment of Mr. RJ Ory to the Historic District Commission

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to approve consent agenda items consisting of Approval of Minutes - January 11<sup>th</sup>, 2022, Council Meeting; Civil Service Board - Appointment of Raydell Patterson - Employee Representative; Permit Approval - Krewe of Tohwahpahsah - Saturday, February 26<sup>th</sup>, 2022 beginning at 12 Noon; Permit Approval - Krewe of Dage' - Sunday, February 27<sup>th</sup>, 2022 beginning at 11:00 AM; Jaclyn Hotard - Appointment of Mr. RJ Ory to the Historic District Commission. The motion passed unanimously.

**REPORTS:**

**Jaclyn Hotard - Monthly Financial Report (December 2021)**

**UNFINISHED BUSINESS**

**21-51** (Tabled 01-11-2022) An ordinance approving the rezoning of the Revelation Knowledge Ministry Site, from the Residential District One (R-1) to the Commercial District One (C-1) zoning district located in the Area generally bounded by Ash Street, Apricot Street, and W. 5<sup>th</sup> Street, LaPlace, as shown in Exhibit 1 attached (PZR-21-1263) (J. Hotard & R. Pastorek)

**MOTION:** Councilman Becnel moved and Councilman Madere seconded the motion to REMOVE Ordinance 21-51 from the Table. The motion passed unanimously.

**MOTION:** Councilman Madere moved and Councilman Becnel seconded the motion to discuss Ordinance 21-51.

**MOTION:** Councilman Becnel moved and Councilman Madere seconded the motion to DENY Ordinance 21-51. An ordinance approving the rezoning of the Revelation Knowledge Ministry Site, from the Residential District One (R-1) to the Commercial District One (C-1) zoning district located in the Area generally bounded by Ash Street, Apricot Street, and W. 5<sup>th</sup> Street, LaPlace, as shown in Exhibit 1 attached (PZR-21-1263) (J. Hotard & R. Pastorek). The motion passed with 8 yeas and 1 against (Malik).

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

**Jaclyn Hotard/Peter Montz - Resolution - R22-5 - A Resolution authorizing St. John the Baptist Parish to solicit bids for the 2022 Parish Wide Street Ditch Drainage Improvements**

**MOTION:** Councilwoman Houston moved and Councilman Arcuri seconded the motion to approve Resolution - R22-5. A Resolution authorizing St. John the Baptist Parish to solicit bids for the 2022 Parish Wide Street Ditch Drainage Improvements. 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, various items such as excavation and culvert replacement will be ordered on an as-needed basis for the Public Works Department; and, WHEREAS, purchases will be funded through the Public Works Budget. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to solicit bids for the 2022 Parish Wide Street Ditch Drainage Improvements. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R22-6 - A Resolution authorizing St. John the Baptist Parish to advertise and receive Request for Proposals (RFP) for the Parish's Property and Casualty Insurance**

**MOTION:** Councilwoman Schnyder moved and Councilman Malik seconded the motion to approve Resolution - R22-6. A Resolution authorizing St. John the Baptist Parish to advertise and receive Request for Proposals (RFP) for the Parish's Property and Casualty Insurance. 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, St. John the Baptist Parish is requesting proposals for a package policy for the Parish's Property and Casualty Insurance that expires April 15, 2022; and WHEREAS, the lines of coverage included in the package policy are commercial general liability, commercial automobiles, public officials' liability, and excess liability. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to advertise and receive proposals for the Parish's Property and Casualty Insurance. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R22-7 - A Resolution authorizing St. John the Baptist Parish to award the 2022 Submersible Pumps & Related Materials to Allen J. Harris Co. Inc.**

**MOTION:** Councilman Madere moved and Councilman Malik seconded the motion to approve Resolution - R22-7. A Resolution authorizing St. John the Baptist Parish to award the 2022 Submersible Pumps & Related Materials 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, Allan J. Harris Co. Inc. of Metairie, LA submitted the lowest responsive and responsible bid; and, WHEREAS, orders will be placed on an as-needed basis and is funded through the Utilities Budget. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, St. John the Baptist Parish is hereby authorized to award the bid for the 2022 Submersible Pumps & Related Materials to Allan J. Harris Co. Inc. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R22-8 - A Resolution authorizing St. John the Baptist Parish to renew the Professional Services Agreement with Global Media South, LLC for Videography Services**

**MOTION:** Councilman Becnel moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution - R22-8. A Resolution authorizing St. John the Baptist Parish to renew the Professional Services Agreement with Global Media South, LLC for Videography Services. 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 renewal between St. John the Baptist Parish Council and Global Media South, LLC is the second one (1) year renewal of the original Agreement executed on February 27, 2018; and, WHEREAS, this renewal will maintain the same pricing and is funded through the Legislative Budget 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 renew the Agreement with Global Media South, LLC. The motion passed unanimously.

**Jaclyn Hotard/Reed Alexander/Rob Delaune - Resolution - R22-9 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Hartman Engineering, Incorporated for the Garyville Pump Station**

**and Force Main Project**

**MOTION:** Councilman Torres moved and Councilman Madere seconded the motion to approve Resolution - R22-9. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Hartman Engineering, Incorporated for the Garyville Pump Station and Force Main 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, Hartman Engineering Incorporated of Prairieville, LA has been selected as the Engineer for the Garyville Pump Station and Force Main Project; and, WHEREAS, a new transfer pump station and discharge force main from the existing Garyville Wastewater Treatment Plant site to the Reserve Wastewater Treatment Pond will be constructed to transfer the flow to the Reserve Wastewater Treatment Pond for treatment before discharge into the Mississippi River; and, WHEREAS, the estimated cost of the project is \$611,031.88 and will be funded through the Wastewater Fund and reimbursement from the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. 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 the Professional Services Agreement between St. John the Baptist Parish and Hartman Engineering, Incorporated. The motion passed unanimously.

**Jaclyn Hotard/Reed Alexander/Rob Delaune - Resolution - R22-10 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for the Belle Pointe Wastewater Treatment Plant Demolition Project**

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution - R22-10. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for the Belle Pointe Wastewater Treatment Plant Demolition 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, Barowka and Bonura Engineers and Consultants, LLC of Metairie, LA has been selected as the Engineer for the Belle Pointe Wastewater Treatment Plant Demolition Project; and, WHEREAS, the Belle Pointe Wastewater Treatment Plant needs to be demolished sine the facility was decommissioned in December 2021; and WHEREAS, the estimated cost of the project is \$55,772 and will be funded through the Wastewater Fund and reimbursement from the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. 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 the Professional Services Agreement between St. John the Baptist Parish and Barowka and Bonura Engineers and Consultants, LLC. The motion passed with 8 yeas and 1 against (Torres).

**Jaclyn Hotard - Resolution - R22-11 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with Barriere Construction**

**Co., LLC for the Lucy Levee Trail Project Phase I**

**MOTION:** Councilman Madere moved and Councilwoman Schnyder seconded the motion to approve Resolution - R22-11. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with Barriere Construction Co., LLC for the Lucy Levee Trail Project Phase I. 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 is a close-out Change Order for a decrease in the original contract amount of \$7,687.14; and, WHEREAS, decrease is due to quantities of materials that were adjusted to complete the repairs; and, WHEREAS, this project was funded through the Recreation 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 Parish Council to execute Change Order No. 3 between St. John the Baptist Parish and Barriere Construction Co., LLC. The motion passed unanimously.

**Jaclyn Hotard - Resolution - R22-12 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Meyer Engineers, Ltd. for the Lucy Levee Trail Project Phase II**

**MOTION:** Councilman Becnel moved and Councilman Madere seconded the motion to approve Resolution - R22-12. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Meyer Engineers, Ltd. for the Lucy Levee Trail Project Phase II. 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, Meyer Engineers, Ltd. of Metairie, LA has been selected as the Engineer for the Lucy Levee Trail Project Phase II; and, WHEREAS, services will include the design of a 10' foot wide asphalt bicycle pedestrian path along the levee of River Road from 12<sup>th</sup> Street in Lucy to West St. John Elementary School; and, WHEREAS, the cost of these services is \$316,860 and the estimated construction cost is \$2.2M which is funded through the Regional Planning Commission and DOTD Road Swap Credits. 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 a Professional Services Agreement between St. John the Baptist Parish and Meyer Engineers, Ltd. The motion passed unanimously.

**Jaclyn Hotard - Resolution - R22-13 - A Resolution authorizing the Parish President to submit an application for financial assistance to the Louisiana Department of Environmental Quality (LDEQ) for the purpose of obtaining a low interest loan to finance improvements to the St. John the Baptist Parish Wastewater System through the Clean Water State Revolving Fund Loan Program**

**MOTION:** Councilman Malik moved and Councilman Madere seconded the motion to approve Resolution - R22-13. A Resolution authorizing the Parish President to submit an application for financial assistance to the Louisiana Department of Environmental Quality (LDEQ) for the purpose of obtaining a low interest loan to finance improvements to the St. John the Baptist Parish Wastewater System through

the Clean Water State Revolving Fund Loan Program. 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, St. John the Baptist Parish submitted a pre-application to the Louisiana Department of Environmental Quality (LDEQ) to place St. John the Baptist Parish on the Project Priority List for funding through the Clean Water State Revolving Fund (CWSRF) Loan Program; and, WHEREAS, a full commitment of funds cannot be awarded until the full application for financial assistance is submitted; and, WHEREAS, the loan will be represented by bonds to be issued by St. John the Baptist Parish and sold to the LDEQ. NOW, THEREFORE, BE IT RESOLVED, that the St. John the Baptist Parish Council, the governing authority of said Parish: SECTION ONE: The Parish President is hereby authorized to submit an application for financial assistance to the LDEQ on behalf of St. John the Baptist Parish for the purpose of obtaining a commitment from LDEQ for a loan in the amount of \$15,000,000.00 with an interest rate of 0.95 percent and a payback term of twenty years through the Clean Water State Revolving Fund Loan Program, which the loan will be represented by bonds to be issued to St. John the Baptist Parish and sold to LDEQ. SECTION TWO: The Parish President of St. John the Baptist Parish is further authorized to furnish any additional information as may reasonably be requested by LDEQ in connection with the application for the Clean Water State Revolving Fund Loan Program. SECTION THREE: The Parish President of St. John the Baptist Parish is hereby designated as the Official Project Representative for St. John the Baptist Parish for any project that may result from the submission of the application. The motion passed with 7 yeas, 1 abstaining (Schnyder) and 1 absent (Becnel).

**Jaclyn Hotard - Resolution - R22-14 - A Resolution authorizing and approving an Agreement between St. John the Baptist Parish and the Louisiana Housing Corporation (LHC) for administration of the Low-Income Household Water Assistance Program (LIHWAP) for January 1, 2022-May 31, 2023, and Further authorizing the Parish President to execute all documents related thereto**

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution - R22-14. A Resolution authorizing and approving an Agreement between St. John the Baptist Parish and the Louisiana Housing Corporation (LHC) for administration of the Low-Income Household Water Assistance Program (LIHWAP) for January 1, 2022-May 31, 2023, and Further authorizing the Parish President to execute all documents related thereto. NOW, THEREFORE, BE IT RESOLVED, that the St. John the Baptist Parish Council is acting as the governing authority for said parish. The motion passed unanimously.

**INTRODUCTION OF ORDINANCES:**

**22-01** An ordinance authorizing the issuance of not exceeding Fifteen Million Dollars (\$15,000,000) of Taxable Sales Tax Bonds (DEQ) Series ST-2022 of St. John the Baptist Parish Sales Tax District; and providing for the other matters in connection therewith (J. Hotard)

**22-02** An ordinance approving a re-subdivision of Lots 219, 220, 221 & E ½ Lot 222 of Lakeshore Estates Inc. Subdivision into Lot 220-A of Lakeshore Estates Inc. Subdivision, located in the area

generally bounded by Des Allemands Boulevard, Rue St. James, and Highway 643, Vacherie, as shown in a survey prepared by Scott M. Bourgeois on November 29, 2021 (PZS-21-1294) (J. Hotard and R. Pastorek)

**22-03** An ordinance approving a re-subdivision of the W 37' of Lot 100, Lot 101, and Lot 102 into Lot 101-A of Lakeshore Estates Inc. Subdivision, located in the area generally bounded by Rue St. Martin, Rue St. James, and Highway 643, Vacherie, as shown in a survey prepared by Scott M. Bourgeois on December 9, 2021 (PZS-21-1295) (J. Hotard and R. Pastorek)

**22-04** An ordinance approving a re-subdivision of 4 portions of Lot 1, Lot 2, and 2 undesignated lots into Lot 1-A and the dedication of a portion of West 5<sup>th</sup> Street, located in the area generally bounded by West 5<sup>th</sup> Street, Highway 44, West 4<sup>th</sup> Street, and Hart Drive, Reserve, as shown in a survey prepared by Walter J. Stone, PLS on June 21, 2021. (PZS-21-1278) (J. Hotard and R. Pastorek)

**ADJOURNMENT:**

At 7:37 PM, Councilwoman Duhe-Griffin moved and Councilman Malik seconded the motion to adjourn. The motion passed with unanimously.

/s/Michael Wright  
COUNCIL CHAIRMAN

/s/Jackie Landeche  
Council Secretary