

FINANCE COMMITTEE MEETING
July 13th, 2021
Chairman Thomas Malik
Vice-Chairman Tonia Schnyder

Members: Lennix Madere, Kurt Becnel, Warren Torres, Tammy Houston, Tyra Duhe-Griffin, Robert Arcuri, Tonia Schnyder, Michael Wright, Thomas Malik

PRESENT: Kurt Becnel, Warren Torres, Thomas Malik, Tammy Houston, Robert Arcuri, Lennix Madere

ABSENT: Tyra Duhe-Griffin, Tonia Schnyder and Michael Wright

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

There was no public comment at this time.

Peter Montz - Resolution - R21-90 - A Resolution authorizing St. John the Baptist Parish to award the bid for Water Meters and Meter Transmission Units (MTU) to Badger Meter, Inc.

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution R21-90 - A Resolution authorizing St. John the Baptist Parish to award the bid for Water Meters and Meter Transmission Units (MTU) to Badger Meter, 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, Badger Meter, Inc. of Milwaukee, WI submitted the only bid; and WHEREAS, water meters will be ordered on an as-needed bases for new construction permits and maintenance and repair work orders; and WHEREAS, purchases will be funded through the Utilities Department. 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 Water Meters and Meter Transmission Units to Badger Meter, Inc. The motion passed with Councilwomen Duhe-Griffin, Schnyder and Councilman Wright absent.

Peter Montz/Daron Cooper - Resolution - R21-91 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Principal Engineering, Inc. for Interstate Lighting LED Upgrade Design Services

MOTION: Councilman Becnel moved and Councilman Arcuri seconded the motion to approve Resolution - R21-91 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Principal Engineering, Inc. for Interstate Lighting LED Upgrade Design 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, Principal Engineering, Inc. of Mandeville, LA has been selected for design services for Interstate Lighting LED upgrades; and WHEREAS, LED upgrades are proposed for the existing lighting systems at the Interstate 10/Belle Terre Blvd interchange and at the Interstate 10/LaPlace Weigh Station;

and WHEREAS, the project is funded through the Street Lights Repairs and Maintenance 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 Professional Services Agreement between St. John the Baptist Parish and Principal Engineering, Inc. The motion passed with Councilwomen Duhe-Griffin, Schnyder and Councilman Wright absent.

Councilwomen Duhe-Griffin and Schnyder arrived in the meeting at 6:07 PM.

Rene Pastorek - Resolution - R21-92 - A Resolution authorizing St. John the Baptist Parish to award Project Scoping, Alternative Analysis and Conceptual Design for the Highway 51/Interstate 10 Gateway Corridor to GIS Engineering, LLC

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution - R21-92 - A Resolution authorizing St. John the Baptist Parish to award Project Scoping, Alternative Analysis and Conceptual Design for the Highway 51/Interstate 10 Gateway Corridor to GIS Engineering, LLC. 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, GIS Engineering, LLC of Galliano, LA ranked first out of five (5) proposals reviewed and scored by the Source Selection Committee; and WHEREAS, GIS Engineering, LLC will conduct project scoping and prepare conceptual designs to enhance the aesthetics, signage, lighting, landscaping, drainage, and safety of the Highway 51/Interstate 10 Gateway Corridor; and WHEREAS, the goal is to attract visitors and new businesses and to increase economic growth in St. John the Baptist Parish. 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 Professional Services Agreement between St. John the Baptist Parish and GIS Engineering, LLC. The motion passed with Councilman Wright absent.

Rene Pastorek - Resolution - R21-93 - A Resolution authorizing St. John the Baptist Parish to award Project Scoping, Alternative Analysis and Conceptual Design for the Belle Terre/Interstate 10 Gateway Corridor to Meyer Engineers, LTD

MOTION: Councilwoman Houston moved and Councilman Becnel seconded the motion to approve Resolution - R21-93 - A Resolution authorizing St. John the Baptist Parish to award Project Scoping, Alternative Analysis and Conceptual Design for the Belle Terre/Interstate 10 Gateway Corridor to Meyer Engineers, LTD. 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 ranked first out of five (5) proposals reviewed and scored by the Source Selection Committee; and WHEREAS, Meyer Engineers, LTD will conduct project scoping and prepare conceptual designs to enhance the aesthetics, signage, lighting, landscaping, drainage, and safety of the Belle Terre/Interstate 10 Gateway Corridor; and WHEREAS, the goal is to attract visitors and new businesses and to increase economic growth in St. John the Baptist Parish. 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 Professional Services Agreement between St. John the Baptist Parish and Meyer Engineers, LTD. The motion passed with Councilman Wright absent.

Reed Alexander/Rob Delaune - Resolution - R21-94 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Professional Engineering Consultants Corporation for the Central Lift Station Rehabilitation and Wastewater Treatment Plant Repairs Project

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution - R21-94 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Professional Engineering Consultants Corporation for the Central Lift Station Rehabilitation and Wastewater Treatment Plant Repairs 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, Professional Engineering Consultants Corporation of Baton Rouge, LA has been selected for services related to the Central Lift Station Rehabilitation and Wastewater Treatment Plant (WWTP) Repairs Project; and WHEREAS, the proposed project includes rehabilitating the Central Lift Station in Reserve, LA and maintenance repairs to the Wallace WWTP, Central WWTP, Tigerville WWTP, Garyville WWTP, and River Road WWTP; and WHEREAS, the project is funded through a Clean Water State Revolving Loan and through the Cares Act. 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 Professional Services Agreement between St. John the Baptist Parish and Professional Engineering Consultants Corporation. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Reed Alexander - Resolution - R21-95 - A Resolution authorizing St. John the Baptist Parish to advertise and Request for Qualifications (RFQ) for Wastewater Treatment Pond Professional Engineering Services

MOTION: Councilman Becnel moved and Councilman Madere seconded the motion to approve Resolution - R21-95 - A Resolution authorizing St. John the Baptist Parish to advertise and Request for Qualifications (RFQ) for Wastewater Treatment Pond Professional Engineering 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, St. John the Baptist Parish is in the process of consolidating their existing wastewater treatment plants into two; one for the East Bank and one for the West Bank; and WHEREAS, to accomplish the consolidations, professional engineering services are required for a new wastewater treatment pond on the West Bank and in order to expand the existing Reserve wastewater treatment pond on the East Bank. 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 qualifications for Wastewater Treatment Pond Professional Engineering Services. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Reed Alexander - Resolution - R21-96 - A Resolution authorizing St.

John the Baptist Parish to advertise and Request for Qualifications (RFQ) for Water Treatment Facilities Professional Engineering Services

MOTION: Councilman Arcuri moved and Councilman Torres seconded the motion to approve Resolution - R21-96 - A Resolution authorizing St. John the Baptist Parish to advertise and Request for Qualifications (RFQ) for Water Treatment Facilities Professional Engineering 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, St. John the Baptist Parish is in the process of upgrading the water source for the LaPlace water system from Ruddock to the Mississippi River; WHEREAS, to upgrade the system, professional engineering services are required for a new water treatment facility that includes a new raw water intake, transmission main, clarifiers and membrane filtration treatment for water infrastructure. 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 qualifications for Water Treatment Facilities Professional Engineering Services. The motion passed with Councilman Wright absent.

Stacey Cador - Resolution - R21-97 - A Resolution authorizing St. John the Baptist Parish to renew the Cyber Liability Insurance Coverage with Travelers Casualty and Surety Company of America

MOTION: Councilman Madere moved and Councilwoman Schnyder seconded the motion to approve Resolution - R21-97 - A Resolution authorizing St. John the Baptist Parish to renew the Cyber Liability Insurance Coverage with Travelers Casualty and Surety Company of America. 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 premium of \$27,329 with Travelers Casualty and Surety Company of America reflects an increase of 13% over the expiring premium; and WHEREAS, this insurance policy covers data breaches and other technical issues that may occur with the Parish's electronic network up to \$5M. 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 cyber liability insurance coverage with Travelers Casualty and Surety Company of America. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Joseph Savoie - Resolution - R21-99 - A Resolution authorizing St. John the Baptist Parish to terminate for cause the agreement with On-Grade Construction, LLC for the 2020 Parish Wide Street Ditch Drainage Improvements

MOTION: Councilman Madere moved and Councilwoman Houston seconded the motion to approve Resolution - R21-99 - A Resolution authorizing St. John the Baptist Parish to terminate for cause the agreement with On-Grade Construction, LLC for the 2020 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, on September 22, 2020, St. John the Baptist Parish Council

authorized St. John Parish Administration to award the bid for the 2020 Parish wide Street Ditch Drainage Improvements to On-Grade Construction, LLC: and WHEREAS, as of November 2020, On-Grade Construction, LLC has been non-responsive to several communication attempts both phone, email and in person made by the Parish engineer to begin construction the last attempted correspondence being May 6, 2021: and WHEREAS, as per the recommendations of the Parish Consultant Engineer, St. John the Baptist Parish is requesting to terminate the agreement with On-Grade Construction, LLC for cause; and WHEREAS, as outlined in the agreement, St. John the Baptist Parish "may terminate for cause based upon the failure of the contractor to comply with the terms and/or conditions of [the] agreement". NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to terminate for cause the agreement with On-Grade Construction, LLC for the 2020 Parish wide Street Ditch Drainage Improvements. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Joseph Savoie - Resolution - R21-100 - A Resolution authorizing St. John the Baptist Parish to re-advertise for bids for the 2020 Parish Wide Street Ditch Drainage Improvements

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution - R21-100 - A Resolution authorizing St. John the Baptist Parish to re-advertise for bids for the 2020 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, this request is to re-advertise for bids for various items such as excavation and culvert replacement on an as needed basis for the Public Works Department. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to advertise for bids for the 2020 Parish wide Street Drainage Ditch Improvements. The motion passed with Councilman Wright absent.

Councilwoman Schnyder asked to suspend the rules to add an item to the Finance Agenda.

MOTION: Councilwoman Schnyder moved and Councilwoman Duhe-Griffin seconded the motion to suspend the rules to discuss receiving items for the Finance Agenda in a timely manner. The motion passed with Councilman Wright absent.

There was discussion in regard to the council receiving the supporting documentation for the booklets in a timely manner.

Adjournment

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to adjourn the finance meeting. The motion passed with Councilman Wright absent.