

**FINANCE COMMITTEE MEETING**  
**JULY 14<sup>TH</sup>, 2020**  
**Chairman Michael Wright**  
**Vice-Chair Thomas Malik**

**CERTIFICATE**

The St. John the Baptist Parish Council, through its Chairman, Lennix Madere, Jr., hereby certifies as follows: In accordance with Executive Proclamations JBE 2020-30 issued by Governor John Bel Edwards on March 16, 2020, and concurrence by the Attorney General on March 19<sup>th</sup>, 2020, this Notice shall serve as certification by the St. John the Baptist Parish Council of its inability to operate in accordance with the Louisiana Open Meetings Law due to a lack of quorum as a result of the COVID-19 public health emergency. Pursuant to Section 4 of JBE 2020-30 the St. John the Baptist Parish Council will provide for attendance at its essential government meeting on Tuesday, July 14<sup>th</sup>, 2020, via video conference in order to obtain a quorum of its members. Therefore, in accordance with JBE 2020-30, the St. John the Baptist Parish Council meeting on Tuesday, July 14<sup>th</sup>, 2020 at 5:00 PM will be held via video conference and in a manner that will allow for observation and input by members of the public, as set forth in the notice posted on Friday, July 10<sup>th</sup>, 2020. All other Open Meetings Law requirements have been met.

The St. John the Baptist Parish Council members will meet via Zoom video/teleconference at the posted date and time.

Via Telephone access: Call 985-652-1702

Via Web access: [www.sjbparish.com](http://www.sjbparish.com) {click on (Government) Menu button, then select (Parish Council)}

Also, you can watch as normal on our Government Channels live with scheduled replays.

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

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

**ABSENT:** Warren Torres

**MOTION:** Councilman Madere moved and Councilman Malik seconded the motion to go into a 30-minute recess. The motion passed with Councilman Torres absent.

**MOTION:** Councilman Madere moved and Councilman Arcuri seconded the motion to go back into the Finance Committee Meeting. The motion passed with Councilman Torres absent.

**PUBLIC COMMENT - AGENDA ITEMS ONLY** (90 seconds per citizen)

There were no public comments at this time.

**Natalie Robottom - (Tabled 10-08-19) Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Sheriff's Office for use of the Percy Hebert**

## **Building**

This item was left on the table at the request of administration.

### **Reed Alexander/Tony Arikol - (Tabled 06-23-20) Authorization to execute Change Order No. 2 with LaGreca Services, Inc. for LaPlace Main Wastewater Pump Station Rehabilitation**

**MOTION:** Councilman Madere moved and Councilman Arcuri seconded the motion to grant administration authorization to REMOVE Change Order No. 2 with LaGreca Services, Inc. for LaPlace Main Wastewater Pump Station Rehabilitation from the Table. The motion passed with Councilman Torres absent.

Reed Alexander stated, *"This Change Order adds 90 days to the contract time due to delays in construction from COVID-19, Tropical Storm Cristobal and recent heavy rains which did not allow the Contractor to work on site. The estimated completion date of the project is July 6, 2020. The Change Order was reviewed and approved by the Parish Engineer, the Project Engineer and the Assistant Director of Utilities. The Change Order was sent to Legal Counsel for review June 23, 2020 and Administration recommends approval."*

**MOTION:** Councilman Arcuri moved and Councilman Malik seconded the motion to grant administration authorization to execute Change Order No. 2 with LaGreca Services, Inc. for LaPlace Main Wastewater Pump Station Rehabilitation. The motion passed with Councilman Torres absent.

### **Peter Montz/Joseph Savoie - Authorization to advertise for bids for the 2020 Parish wide Street Drainage Ditch Improvements**

Joseph Savoie stated, *"This request is for various items such as excavation and culvert replacement on an as-needed basis for the Public Works Department. Administration recommends approval."*

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to grant administration authorization to advertise for bids for the 2020 Parish wide Street Drainage Ditch Improvements. The motion passed with Councilman Torres absent.

### **Peter Montz/Joseph Savoie - Authorization to advertise for bids for the 2020 Parish wide Canal Drainage Improvements, Clearing and Snagging, Dredging (Excavation)**

Joseph Savoie stated, *"This request is for clearing, snagging, dredging, and excavation of Parish drainage canals as permitted and will be utilized as funds are made available. This will be funded through Roads and Bridges and the 2015 Bond Issue. Administration recommends approval."*

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to advertise for bids for the 2020 Parish wide Canal Drainage Improvements, Clearing and Snagging, Dredging (Excavation). The motion passed with Councilman Torres absent.

**Peter Montz/Joseph Savoie - Authorization to approve Change Order No. 1 with M-Trak, LLC for the 2020 Asphalt Road Improvement**

Joseph Savoie stated, "This Change Order includes an amendment to the original contract allowing for the stipulation of \$300 per day for liquidated damages for additional protection for the Parish at no additional cost. The Change Order was sent to Legal Counsel to review July 13, 2020 and Administration recommends approval."

**MOTION:** Councilman Madere moved and Councilwoman Houston seconded the motion to grant administration authorization to approve Change Order No. 1 with M-Trak, LLC for the 2020 Asphalt Road Improvement. The motion passed with Councilman Torres absent.

**Reed Alexander/Tony Arikol - Authorization to execute the Certificate of Substantial Completion with LaGreca Services, Inc. for the LaPlace Main Wastewater Pump Station Rehabilitation**

Reed Alexander stated, "This project has been deemed substantially complete by the Parish Engineer, the Project Engineer and the Assistant Director of Utilities. Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilman Arcuri seconded the motion to grant administration authorization to execute the Certificate of Substantial Completion with LaGreca Services, Inc. for the LaPlace Main Wastewater Pump Station Rehabilitation. The motion passed with Councilman Torres absent.

**Reed Alexander - Authorization to enter into a Professional Services Agreement with Principal Engineering, Inc. for the Water Storage Tank Inspection & Rehabilitation Program**

Jaclyn Hotard stated, "This Agreement requires the Engineer to have inspections performed of 16 water tanks, document their findings, and then prepare a report with recommendations and preliminary cost estimates. The Engineer will also prepare plans, specifications, and final cost estimates to rehabilitate the approved water tanks in accordance with their report findings. The estimated contract cost is \$85,000 and will be funded through the Utilities Department. The Agreement was sent to Legal Counsel for review July 6, 2020 and Administration recommends approval."

**MOTION:** Councilwoman Duhe-Griffin moved and Councilwoman Houston seconded the motion to grant administration authorization to enter into a Professional Services Agreement with Principal Engineering, Inc. for the Water Storage Tank Inspection & Rehabilitation Program. The motion passed with Councilman Torres absent.

**Peter Montz - Authorization to enter into an Agreement with Pictometry International Corporation for the Parish electronic mapping system**

Peter Montz stated, "This Agreement is for the electronic mapping system including New World, the Geportal GIS website and ArcView which are used by the Parish, the Sheriff's Office, 911 Communications District, District Attorney's Office and the Assessor's Office. The contract cost is \$402,790 and is evenly funded by the Parish, Sheriff's Office, 911 Communications District and the

Assessor's Office at a cost of \$100,697.50 which includes a 10% discount and free flyovers in the event of an emergency. The Agreement was sent to Legal Counsel to review June 10, 2020 and Administration recommends approval."

**MOTION:** Councilman Madere moved and Councilwoman Schnyder seconded the motion to grant administration authorization to enter into an Agreement with Pictometry International Corporation for the Parish electronic mapping system. The motion passed with Councilman Torres absent.

**Peter Montz - Authorization to amend the Grass Cutting and Landscaping Maintenance Service Contract with B&D Tractor Services, Inc.**

Peter Montz stated, "This Amendment reflects additional sites and services to the existing Agreement for an additional \$20,400 per year which is funded through the Utilities Department. The Amendment was sent to Legal Counsel to review July 1, 2020 and Administration recommends approval."

**MOTION:** Councilman Arcuri moved and Councilman Malik seconded the motion to grant administration authorization to amend the Grass Cutting and Landscaping Maintenance Service Contract with B&D Tractor Services, Inc. The motion passed with Councilman Torres absent.

**Stacey Cadore - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with St. John the Baptist Parish Library Board in order to maintain congruency between the Parish and the Library for the services of health, dental and life insurance for the Library employees**

Jaclyn Hotard stated, "This CEA is for congruency with the Parish and the Library as the Parish is changing from Automatic Data Processing, Inc., (ADP) to Ultimate Software Group, Inc. for its payroll and human resources services. The Library participates in benefits management service with the Parish. The Library does not meet Ultimate Software's threshold for the minimum number of employees to establish its own employer account. This CEA allows the Library to switch their services to Ultimate Software Group, Inc. under the group established for the Parish at no additional cost to the Parish. However, each entity will operate independently of one another and will be billed separately. The CEA has been approved by the Library Board and sent to Legal Counsel to review June 24, 2020. Administration recommends approval."

**MOTION:** Councilwoman Schnyder moved and Councilman Malik seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement (CEA) with St. John the Baptist Parish Library Board in order to maintain congruency between the Parish and the Library for the services of health, dental and life insurance for the Library employees. The motion passed with Councilman Torres absent.

**Adjournment:**

**MOTION:** Councilwoman Schnyder moved and Councilman Madere seconded the motion to adjourn the finance meeting. The motion passed with Councilman Torres absent.

The meeting can be viewed in its entirety at [www.sjbparish.com](http://www.sjbparish.com).

Public Comment Form: <http://st-john-parish.com/council-meeting/>