

**FINANCE COMMITTEE MEETING**  
**JUNE 9<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, June 9<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, June 9<sup>th</sup>, 2020 at 2:00 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 Wednesday, June 3<sup>rd</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, Warren Torres, Tammy Houston, Tyra Duhe-Griffin, Robert Arcuri, Michael Wright, Thomas Malik, Tonia Schnyder, Lennix Madere

**ABSENT:** None

**MOTION:** Councilwoman Schnyder moved and Councilman Madere seconded the motion to go into a 30-minute recess. The motion passed unanimously.

**MOTION:** Councilman Madere moved and Councilwoman Houston seconded the motion to go back into the Finance Committee Meeting. The motion passed unanimously.

**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.

**Peter Montz/Joseph Savoie - Authorization to solicit bids for Insertion Valves**

Peter Montz stated, "This request is for an annual supply of larger insertion valves that will be ordered on an as-needed basis and will be funded through the Utilities Budget. Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilman Arcuri seconded the motion to grant administration authorization to solicit bids for Insertion Valves. The motion passed unanimously.

**Peter Montz/Reed Alexander - Authorization to award Environmental Services to Curtis Environmental Services, Inc.**

Reed Alexander stated, "Curtis Environmental Services, Inc. of LaPlace, LA submitted the only proposal which was reviewed and scored by the Source Selection Committee. The scope of work includes water and wastewater consultations, sampling and testing to meet State and Federal requirements and is funded by the Utilities and Wastewater Budget. The drafted contract was sent to Legal Counsel for review May 28, 2020 and Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to grant administration authorization to award Environmental Services to Curtis Environmental Services, Inc. The motion passed unanimously.

**Peter Montz/Reed Alexander - Authorization to award the bid for Membrane Filters for Reverse Osmosis Unit to Applied Membranes, Inc.**

Reed Alexander stated, "Applied Membranes, Inc. of Vista, CA submitted the lowest responsive and responsible bid. Orders will be placed on an as-needed basis for replacement membranes for the LaPlace Water System and is funded by the Utilities Budget. The drafted contract was reviewed by Legal Counsel and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilman Arcuri moved and Councilman Torres seconded the motion to grant administration authorization to award the bid for Membrane Filters for Reverse Osmosis Unit to Applied Membranes, Inc. The motion passed unanimously.

**Peter Montz/Clayton Faucheux - Authorization to award Chemical Control and Canal Maintenance to Roussel's Land-Care Services, Inc.**

Peter Montz stated, "Roussel's Land-Care Services, Inc. of LaPlace, LA was the only proposal reviewed and scored by the Source Selection Committee due to the other company submitting their proposal past the deadline. This will provide chemical control and canal maintenance to fifty-six (56) canals and waterways throughout the Parish and is funded through the Public Works Budget. The drafted contract was sent to Legal Counsel for review May 28, 2020 and Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilwoman Duhé-Griffin seconded the motion to grant administration authorization to award Chemical Control and Canal Maintenance to Roussel's Land-Care Services, Inc. The motion passed with

Councilman Malik absent.

**Peter Montz/Travis Perrilloux - Authorization to renew the contract for Veterinary Services with Dr. Randi Adams Breckenridge, DVM**

Peter Montz stated, "This renewal will add three (3) years to the existing contract with no change in pricing. The hourly rate is \$60/hr. for one day a week or on an as-needed basis and is funded by the Animal Shelter Budget. These services have lowered veterinary costs by approximately \$35,000 annually and allows the St. John Parish Animal Shelter to increase spay and neuter programs at a lower cost to the residents. The renewal document was reviewed by Legal Counsel and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilwoman Duhe-Griffin moved and Councilman Arcuri seconded the motion to grant administration authorization to renew the contract for Veterinary Services with Dr. Randi Adams Breckenridge, DVM. The motion passed with Councilman Malik absent.

**Peter Montz/Travis Perrilloux - Authorization to renew the contract for Disaster Restoration and Recovery Services with Emergency Restoration Inc.**

Peter Montz stated, "This renewal will add one (1) year to the existing contract with no change in pricing. This is a stand-by contract for Parish-owned buildings following man-made or natural disasters. The contract is activated on an as-needed basis. The renewal document was sent to Legal Counsel for review June 2, 2020 and Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to renew the contract for Disaster Restoration and Recovery Services with Emergency Restoration Inc. The motion passed with Councilman Malik absent.

**Peter Montz/Rene Pastorek - Authorization to amend the Professional Services Agreement with the University of New Orleans (UNO) for Professional Planning and Coastal Management Services**

Rene Pastorek stated, "This amendment will enable continued, effective management of planning and coastal zone management duties prompted by the adoption and operation of the Parish's Local Coastal Zone Management Program (LCMP) effective July 1, 2018. The Department of Natural Resources (DNR) funds \$21,244 of the cost of the graduate student with the Planning and Zoning Department funding the remaining \$3,000. The amendment reflects an increase of \$1,510 to the original contract price due to the scope including two (2) additional work products, as well as a new university policy of having mandatory bottom salary levels for graduate students. The amendment was reviewed by Legal Counsel and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to enter into an agreement with the University of New Orleans (UNO), contingent upon if they would reword the contract to a Professional Services Agreement for Professional Planning and Coastal Management Services, in amending the contract to amend the terms, the term in the contract that specifically states we are paying for tuition for a graduate student and just have, enter into a contract for a Professional Service

Agreement with the University of New Orleans (UNO) for Professional Planning and Coastal Management Services. The motion passed unanimously.

**Peter Montz/Rene Pastorek - Authorization to extend the Professional Services Agreement with the University of New Orleans (UNO) for Professional Planning and Coastal Management Services**

Rene Pastorek stated, "This extension will add one (1) year to the existing contract for planning and management of the LCMP. The extension document was reviewed by Legal Counsel and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to grant administration authorization to extend the Professional Services Agreement with the University of New Orleans (UNO) for Professional Planning and Coastal Management Services. The motion passed unanimously.

**Reed Alexander - Authorization to execute a six (6) month time extension with CDM Smith, Inc. for the Lions/LaPlace Reverse Osmosis (RO) Piloting Project**

Reed Alexander stated, "This extension is necessary to finalize the report for the study conducted at the plant. There are no additional costs associated with the extension. The drafted extension was reviewed by Legal Counsel and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilman Malik moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to execute a six (6) month time extension with CDM Smith, Inc. for the Lions/LaPlace Reverse Osmosis (RO) Piloting Project. The motion passed unanimously.

**Stacey Cadore - Authorization to settle and pay the March 5, 2020 Property Damage claim with Southern Cuisine, Inc. dba Popeye's of LaPlace located at 1603 W. Airline Hwy, LaPlace, LA**

Stacey Cadore stated, "As presented by Riverlands Insurance Services, Inc and approved by Legal Counsel, settlement of this case in the amount of \$2,440.18 is recommended with funds from the Claim/Litigation Settlements line item in the Wastewater Budget. Administration recommends approval."

**MOTION:** Councilman Malik moved and Councilman Arcuri seconded the motion to grant administration authorization to settle and pay the March 5, 2020 Property Damage claim with Southern Cuisine, Inc. dba Popeye's of LaPlace located at 1603 W. Airline Hwy, LaPlace, LA. The motion passed unanimously.

**Adjournment:**

**MOTION:** Councilman Madere moved and Councilman Arcuri seconded the motion to adjourn the finance meeting. The motion passed unanimously.

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/>