

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, JANUARY 24<sup>TH</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, January 24<sup>th</sup>, 2023, at 6:00 PM.

**CALL TO ORDER:**

**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, Michael Wright, Councilman-at-Large, Div. B, Thomas Malik, Councilman District VII

**ABSENT:** None

Councilman Torres led the Prayer. Councilwoman Schnyder led the Pledge.

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

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

Public comments on Section VIII, Item B - Ordinance 23-02 - were given by Joy Banner.

**Jaclyn Hotard - Recognition - St. Charles Catholic High School Football Team LHSAA Division III State Champions**

Due to the threat of impending weather, the above item was carried over.

**Jaclyn Hotard - Proclamation - February - Black History Month**

**Jaclyn Hotard - Proclamation - February - Heart Health Month**

**Jaclyn Hotard - Recognition - Shop Local St. John Trivia Winners**

Due to the threat of impending weather, the above item was carried over.

**Jaclyn Hotard - Presentation - Architects Beazley Moliere + Longo Architecture Studio, Joint Venture - Needs Assessment for the Animal Shelter**

Due to the threat of impending weather, the above item was carried over.

**Jaclyn Hotard - Presentation - Audit Update by Postlewaite and Netterville**

Due to the threat of impending weather, the above item was carried over.

**CONSENT AGENDA:**

**ITEMS:** Approval of Minutes - January 10<sup>th</sup>, 2023, Council Meeting; Parade Permit Approval - Krewe of Dage' of LaPlace Parade, Sunday, February 19<sup>th</sup>, 2023 beginning at 11:00 AM. The parade will start at the St. John Community Center; Parade Permit Approval - Krewe of Tohwahpahsah, Saturday, February 18<sup>th</sup>, 2023 beginning at Noon, through the streets of Reserve, LA; Councilwoman Duhe-Griffin - Appointment of Nycole Brown-Colbert to the Planning and Zoning Commission

**MOTION:** Councilwoman Schnyder moved and Councilwoman Duhe-Griffin seconded the motion to approve consent agenda item - Approval of Minutes - January 10<sup>th</sup>, 2023, Council Meeting; Parade Permit Approval - Krewe of Dage' of LaPlace Parade, Sunday, February 19<sup>th</sup>, 2023 beginning at 11:00 AM. The parade will start at the St. John Community Center; Parade Permit Approval - Krewe of Tohwahpahsah, Saturday, February 18<sup>th</sup>, 2023 beginning at Noon, through the streets of Reserve, LA; Councilwoman Duhe-Griffin - Appointment of Nycole Brown-Colbert to the Planning and Zoning Commission. The motion passed unanimously.

**REPORTS:**

**President's Report**

**Jaclyn Hotard - Monthly Financial Report (December 2022)**

Councilman Madere asked to suspend the rules to amend the agenda to move up item Resolution R23-17.

**MOTION:** Councilman Madere moved and Councilman Becnel seconded the motion to suspend the rules to amend the agenda to move up an item. The motion passed unanimously.

**MOTION:** Councilman Madere moved and Councilman Becnel seconded the motion to move up the item Resolution R23-17. The motion passed unanimously.

**Jaclyn Hotard/Kali Price - Resolution - R23-17 - A Resolution authorizing and approving a Grant Agreement between St. John the Baptist Parish and the Louisiana Housing Corporation (LHC) for administration of the Low-Income Home Energy Assistance Program (LIHEAP) for grant October 1, 2022 - September 30, 2024, 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 R23-17. A Resolution authorizing and approving a Grant Agreement between St. John the Baptist Parish and the Louisiana Housing Corporation (LHC) for administration of the Low-Income Home Energy Assistance Program (LIHEAP) for grant October 1, 2022 - September 30, 2024, and further authorizing the Parish President to execute all documents related thereto. **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 is an annual requirement to obtain funding through LIHEAP; and, **WHEREAS**, the allocation for St. John Parish is \$483,745. **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 all documents related to the Grant Agreement between St. John the Baptist Parish and

the Louisiana Housing Corporation. The motion passed unanimously.

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

**23-01** (Public Hearing Held) An ordinance authorizing the issuance and sale of [Thirty Million Dollars (\$30,000,000)] of Hurricane Recovery Notes of the Parish of St. John the Baptist, State of Louisiana; and providing for other matters in connection therewith (J. Hotard)

**MOTION:** Councilman Wright moved and Councilwoman Houston seconded the motion to approve Ordinance 23-01. The motion passed with 8 yeas and 1 abstaining (Schnyder).

**23-02** (Public Hearing Held) An ordinance amending Chapter 113 - Zoning, Article IV - District Regulations, Division 2. Rural District (Rural) Sec. 113-165. Permitted uses to add: (16) Medical Clinics and Division 13. Industrial District One (I-1) Sec. 113-365. Permitted uses to remove the crossed out "in connection only with Industrial activity": (8) Medical Clinics ~~in connection only with industrial activity~~ (See attached exhibit) (K. Becnel and T. Malik)

**MOTION:** Councilman Becnel moved and Councilwoman Duhe-Griffin seconded the motion to TABLE Ordinance 23-02. The motion passed with 8 yeas and 1 against (Torres).

**23-03** (Public Hearing Held) An ordinance to amend Chapter 36 - Streets, Sidewalks and other Public Places, to add the following: Transferring of Public Street to Private Ownership (R. Arcuri)

**MOTION:** Councilman Arcuri moved and Councilman Becnel seconded the motion to approve Ordinance 23-03. The motion passed with 7 yeas, 1 against (Torres) and 1 abstaining (Schnyder).

**Jaclyn Hotard/Peter Montz - Resolution - R23-08 - A Resolution authorizing St. John the Baptist Parish to advertise and receive Request for Proposals (RFP) for Janitorial Services for Parish Facilities**

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution R23-08. A Resolution authorizing St. John the Baptist Parish to advertise and receive Request for Proposals (RFP) for Janitorial Services for Parish Facilities. **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 Janitorial Services for all Parish Facilities on the East Bank and West Bank; and, **WHEREAS**, services will be funded through multiple departments. **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 Janitorial Services for Parish Facilities. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-09 - A Resolution authorizing St. John the Baptist Parish to award the bid for Inline Valves for Pressurized Waterlines to Cimsco, Inc. and Coburn's Supply**

**MOTION:** Councilman Arcuri moved and Councilwoman Houston seconded the motion to approve Resolution R23-09. A Resolution authorizing St. John the Baptist Parish to award the bid for Inline Valves for Pressurized Waterlines to Cimsco, Inc. and Coburn's Supply. **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 bid was divided into five (5) sections of various sizes on inline valves; and, **WHEREAS**, the lowest responsive and responsible bidder for each section is as follows: Cimsco, Inc. of Metairie, LA - #1, #3, #4, #5; Coburn's Supply of Thibodaux, LA - #2 **WHEREAS**, orders will be placed on an as-needed basis; and, **WHEREAS**, purchases will be 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 Inline Valves for Pressurized Waterlines to Cimsco, Inc. and Coburn's Supply. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-10 - A Resolution authorizing St. John the Baptist Parish to award the bid for the REGALA Park Hurricane Ida Disaster Building Repairs to Pivotal Engineering, LLC**

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution R23-10. A Resolution authorizing St. John the Baptist Parish to award the bid for the REGALA Park Hurricane Ida Disaster Building Repairs to Pivotal 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**, Pivotal Engineering, LLC. of New Orleans, LA submitted the lowest responsive and responsible bid in the amount of \$147,000; and, **WHEREAS**, the REGALA Pool House, Racquet Ball Court Storage, the Lapeyolerie Senior Center and the Gymnasium are in need of repairs due to damages sustained by Hurricane Ida; and, **WHEREAS**, the project will be funded through the Hurricane Ida Fund with FEMA Reimbursement. **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 REGALA Park Hurricane Ida Disaster Building Repairs to Pivotal Engineering, LLC. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-11 - A Resolution authorizing St. John the Baptist Parish to extend the Cooperative Endeavor Agreement (CEA) for the Voodoo Model Boat Club**

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to approve Resolution R23-11. A Resolution authorizing St. John the Baptist Parish to extend the Cooperative Endeavor Agreement (CEA) for the Voodoo Model Boat Club. **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 Voodoo Model Boat Club uses the Airport Road pond for model power boat sporting events; and, **WHEREAS**, this extension will be the third option to extend for an additional one (1) year term; and, **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that St.

John the Baptist Parish is hereby authorized to extend the Agreement with the Voodoo Model Boat Club. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R23-12 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with D.L. Daigle & Co., LLC for the Hurricane Ida Building Repairs in Edgard**

**MOTION:** Councilman Becnel moved and Councilman Madere seconded the motion to approve Resolution R23-12. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with D.L. Daigle & Co., LLC for the Hurricane Ida Building Repairs in Edgard. **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 D.L. Daigle & Co., LLC. The motion passed unanimously.

**Jaclyn Hotard/Reed Alexander - Resolution - R23-13 - A Resolution authorizing St. John the Baptist Parish to solicit bids for the Elevated Water Tower and Storage Tank Rehabilitation Project**

**MOTION:** Councilman Madere moved and Councilwoman Houston seconded the motion to approve Resolution R23-13. A Resolution authorizing St. John the Baptist Parish to solicit bids for the Elevated Water Tower and Storage Tank 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**, the Base bid for the Garyville, Lucy and Walnut Elevated Water Towers are for repairs needed due to damages sustained by Hurricane Ida; and, **WHEREAS**, the estimated cost of the base bid is \$1,496,000; and, **WHEREAS**, the Alternate bid will include exterior and interior coating repairs for the Belle Terre elevated water tower, Courthouse elevated water tower, Lyons Water Plant Tank A ground storage tank, Lyons Water Plant (South) ground storage tank, and the Ruddock Station 1 (East T-2) ground storage tank; and, **WHEREAS**, the estimated cost of the Alternate bid is \$3,096,000; and, **WHEREAS**, the project will be 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 solicit bids for the Elevated Water Tower and Storage Tank Rehabilitation Project. The motion passed unanimously.

**Jaclyn Hotard/Reed Alexander - Resolution - R23-14 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Del-Con, LLC for the St. John Emergency Fencing Repairs**

**MOTION:** Councilman Wright moved and Councilman Madere seconded the motion to approve Resolution R23-14. A Resolution authorizing St. John the Baptist Parish

President to execute the Certificate of Substantial Completion with Del-Con, LLC for the St. John Emergency Fencing Repairs. **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 Del-Con, LLC. The motion passed unanimously.

**Jaclyn Hotard/Reed Alexander - Resolution - R23-15 - A Resolution authorizing St. John the Baptist Parish to solicit bids for Chlorine and Sulfur Dioxide Requirements**

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to approve Resolution R23-15. A Resolution authorizing St. John the Baptist Parish to solicit bids for Chlorine and Sulfur Dioxide Requirements. **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 Parish is requesting bids for Chlorine and Sulfur Dioxide Requirements that are purchased on an as-needed basis; and, **WHEREAS**, this is an annual bid and purchases will be funded through the Utilities and Wastewater Budgets. **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 Chlorine and Sulfur Dioxide Requirements. The motion passed unanimously.

**Jaclyn Hotard - Resolution - R23-16 - 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 for Repairs and Improvements to Carrollwood Drive**

**MOTION:** Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R23-15. 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 for Repairs and Improvements to Carrollwood Drive. **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 \$100,000.00 has been allocated for repairs and improvements; and, **WHEREAS**, the

public purpose for the described funding is to make repairs and improvements to Carrollwood Drive 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 repairs and 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 repairs and improvements to Carrollwood Drive. The motion passed unanimously.

**Jaelyn Hotard/Joseph Savoie - Resolution - R23-18 - A Resolution authorizing St. John the Baptist Parish to reject the bids received for the 2023 Hotmix Asphalt Overlay on Prepared Surfaces for parish Wide Road Improvements**

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution R23-18. A Resolution authorizing St. John the Baptist Parish to reject the bids received for the 2023 Hotmix Asphalt Overlay on Prepared Surfaces for parish Wide Road 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**, all bids received exceeded the budgeted amount available; and, **WHEREAS**, this is an annual bid and is 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 reject all bids received for the 2023 Hotmix Asphalt Overlay on Prepared Surfaces for Parish Wide Road Improvements. The motion passed unanimously.

**INTRODUCTION OF ORDINANCES:**

**23-04** An ordinance approving the preliminary approval of Dool Double O-O's Subdivision for the creation of the Kirk & Karen Scott Lot, the Jack & Lemouth Jr. & Alicia Lot, Lots PB-1, 1, 2, 1W - 31W, & 1E, located in the area generally bounded by LA Highway 18, W. 12<sup>th</sup> Street, W. 13<sup>th</sup> Street, & Highway 3213, Wallace, St. John the Baptist Parish, LA, as shown in Exhibit 1 attached (PZS-22-1329) (J. Hotard & T. Lambeth)

**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 (PZR-23-1359) (J. Hotard & T. Lambeth)

**CORRESPONDENCE/COUNCIL BRIEFS:**

Councilwoman Schnyder left the meeting at 6:44 PM.

**ADJOURNMENT:**

At 6:49 PM, Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to adjourn. The motion passed with Councilwoman Schnyder absent.

/s/Thomas Malik  
COUNCIL CHAIRMAN

/s/Jackie Landeche  
Council Secretary