

OFFICIAL PROCEEDINGS
ST. JOHN THE BAPTIST PARISH COUNCIL
TUESDAY, FEBRUARY 27TH, 2024
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, February 27th, 2024, at 12:00 PM Noon.

CALL TO ORDER:

ROLL CALL: Lennix Madere, Jr., Councilman-at-Large, Div. A, Tammy Houston, Councilwoman District III, Robert Arcuri, Councilman District V, Vernon Bailey, Sr., Councilman District VI, Dixie Ramirez, Councilwoman District VII, Tyra Duhe-Griffin, Councilwoman District IV and Warren Torres, Councilman District II

ABSENT: Michael Wright and Virgie Johnson

Councilwoman Duhe-Griffin led the Prayer and Councilman Bailey led the Pledge.

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

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

Chrystal Harris commented on agenda item Ordinance 24-13 and Joanne Tassin commented on Resolution R24-54.

Councilwoman Johnson arrived at 12:06 PM.

Jaclyn Hotard - Proclamation - March as Problem Gambling Awareness Month

Jaclyn Hotard - Proclamation - March as Procurement Month

Jaclyn Hotard - Presentation - Desire Line - Resilient Housing Plan: Findings and Recommendations

CONSENT AGENDA:

ITEMS: Approval of Minutes - February 16th, 2024, Council Meeting; Councilman Torres - Appointment of Dale St. Pierre to the parish Wide Sewer, Water and Drainage Board; Councilman Torres - Appointment of Traci Musso to the Animal Control Advisory Board

MOTION: Councilman Bailey moved and Councilman Torres seconded the motion to approve the consent agenda items consisting of Approval of Minutes - February 16th, 2024, Council Meeting; Councilman Torres - Appointment of Dale St. Pierre to the parish Wide Sewer, Water and Drainage Board; Councilman Torres - Appointment of Traci Musso to the Animal Control Advisory Board. The motion passed with Councilman Wright absent.

REPORTS:

President's Report

Jaclyn Hotard - Monthly Financial Report (January 2024)

PUBLIC HEARING AND ADOPTION ON ORDINANCE(S) :

24-13 (Public Hearing Held) An ordinance amending Chapter 42 - Utilities, Section 42-53 - Noncompliance with cross connection and backflow prevention program to result in discontinuance of service to read:(J. Hotard & T. Lambeth)

MOTION: Councilman Arcuri moved and Councilwoman Houston approved the motion to approve Ordinance 24-13. The motion passed with Councilman Wright absent.

NEW BUSINESS:

Jaclyn Hotard/Peter Montz - Resolution - R24-49 - A Resolution authorizing St. John the Baptist Parish to advertise and solicit bids for the Water Distribution and Treatment Maintenance/Emergency Repairs Project

MOTION: Councilwoman Houston moved and Councilman Torres seconded the motion to approve the Resolution - R24-49. A Resolution authorizing St. John the Baptist Parish to advertise and solicit bids for the Water Distribution and Treatment Maintenance/Emergency 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, a Contractor is needed to provide Maintenance and Emergency Repairs on the Water Distribution and Treatment System on an as-needed basis as directed by the Utilities Department; and, WHEREAS, the estimated cost of this project is \$500,000 and will be funded through the Utilities Department Fund. 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 solicit bids for the Water Distribution and Treatment Maintenance/Emergency Repairs Project. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Peter Montz - Resolution - R24-50 - A Resolution authorizing St. John the Baptist Parish to advertise and Request for Proposals (RFP) for Disaster Debris Monitoring Services

MOTION: Councilwoman Houston moved and Councilwoman Johnson seconded the motion to approve Resolution R24-50. A Resolution authorizing St. John the Baptist Parish to advertise and Request for Proposals (RFP) for Disaster Debris Monitoring 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, debris monitoring and tracking is required for FEMA reimbursements; and, WHEREAS, services will only be activated in the event of a disaster and will be funded through FEMA Reimbursements. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, St. John the Baptist Parish is hereby authorized to advertise and receive proposals for Disaster Debris Monitoring Services. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Peter Montz - Resolution - R24-51 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with GIS Engineering, LLC for the New Main Street Lift Station

MOTION: Councilman Arcuri moved and Councilman Bailey seconded the motion to approve Resolution R24-51. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with GIS Engineering, LLC for the New Main Street Lift Station. 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 has been selected as the Engineer for the New Main Street Lift Station Project; and, WHEREAS, the existing sewer lift station located at 2513 Main Street in LaPlace requires replacement; and, WHEREAS, the new lift station will be adjacent of the existing station which will be demolished; and, WHEREAS, the estimated cost of the Agreement is \$94,635.57 and will be funded through the Wastewater Budget and reimbursed through the Louisiana Department of Environmental Quality 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 sign and execute the Professional Services Agreement between St. John the Baptist Parish and GIS Engineering, LLC. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Peter Montz - Resolution - R24-52 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with LA Contracting Enterprise, LLC for the 2023 Removal and Replacement of Concrete Sidewalks, Driveways and Street Sections Parish Wide

MOTION: Councilwoman Johnson moved and Councilwoman Houston seconded the motion to approve Resolution R24-52. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with LA Contracting Enterprise, LLC for the 2023 Removal and Replacement of Concrete Sidewalks, Driveways and Street Sections Parish Wide. 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. 1 adds an additional three hundred sixty-five (365) days to the original Agreement; and, WHEREAS, the additional days is to allow the Contractor to perform additional concrete improvements throughout the Parish; and, WHEREAS, project is funded through the Public Works 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. 1 between St. John the Baptist Parish and LA Contracting Enterprise, LLC. The motion passed with 7 yeas, 1 against (Torres) and 1 absent (Wright).

Jaclyn Hotard/Peter Montz - Resolution - R24-53 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with Barriere Construction Co, L.L.C. for Hotmix Asphalt Overlay on Prepared Surfaces for Parish Wide Road Improvements

MOTION: Councilman Arcuri moved and Councilman Torres seconded the motion to approve Resolution R24-53. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with Barriere Construction Co, L.L.C. for 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, Change Order No. 1 adds an additional three hundred sixty-five (365) days to the original Agreement; and, WHEREAS, the additional days is to allow the Contractor to perform additional road improvements throughout the Parish; and, WHEREAS, project is funded through the Public Works 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 Council to execute Change Order No. 1 between St. John the Baptist Parish and Barriere Construction Co, L.L.C. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Peter Montz - Resolution - R24-54 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with LA Contracting Enterprise, L.L.C. for the 2023 Parish Wide Street Ditch Drainage Improvements

MOTION: Councilwoman Ramirez moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution R24-54. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with LA Contracting Enterprise, L.L.C. for the 2023 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, Change Order No. 2 adds an additional three hundred sixty-five (365) days to the original Agreement; and, WHEREAS, the additional days is to allow the Contractor to provide additional street ditch drainage improvements throughout the Parish; and, WHEREAS, project is funded through the Public Works 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.2 between St. John the Baptist Parish and LA Contracting Enterprise, L.L.C. The motion passed with 7 yeas, 1 against (Torres) and 1 absent (Wright).

Jaclyn Hotard/Peter Montz - Resolution - R24-55 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with J. Calderera & Company, Inc. for the St. John Hurricane Ida Damage Repairs to Sewer Lift Stations in LaPlace

MOTION: Councilman Arcuri moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution R24-55. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with J. Caldarera & Company, Inc. for the St. John Hurricane Ida Damage Repairs to Sewer Lift Stations in LaPlace. 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. 1 increases the original Agreement by \$31,435.65 and an additional fifty (50) days; and, WHEREAS, the increase is due to unforeseen concrete slab encountered upon installation of new fencing, the removal and replacement of electrical meter pans and disconnects, limestone material required to reinforce the driveway and wet well slab, and to replace the conduits and wiring associated with meter pans and disconnects; and, WHEREAS, the additional days needed is due to inclement weather, delays caused by Entergy and changes in the Scope of work; and, WHEREAS, Change Order No. 1 will be funded through the Public Works 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 Council to execute Change Order No. 1 between St. John the Baptist Parish and J. Caldarera & Company, Inc. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Peter Montz - Resolution - R24-56 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Curtis Engineering Services, LLC for the Sewer Force Main Extension Connection from River Road WWTP to Reserve Wastewater Treatment Pond Design Services

MOTION: Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Resolution R24-56. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Curtis Engineering Services, LLC for the Sewer Force Main Extension Connection from River Road WWTP to Reserve Wastewater Treatment Pond 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, this extension will add six (6) months to the original Agreement dated April 27, 2021; and, WHEREAS, the project is funded by a FY19 Lake Pontchartrain Basin Restoration Program Grant. 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 Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and Curtis Engineering Services, LLC. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Stacey Cadore - Resolution - R24-57 - A Resolution authorizing St. John the Baptist Parish to award the Group Health Insurance for the Office of Fire Services to Blue Cross Blue Shield of Louisiana

MOTION: Councilwoman Johnson moved and Councilwoman Houston seconded the motion to approve Resolution R24-57. A Resolution authorizing St. John the

Baptist Parish to award the Group Health Insurance for the Office of Fire Services to Blue Cross Blue Shield of Louisiana. 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, Blue Cross Blue Shield of Louisiana through Tatje Insurance and Financial Products, Inc. ranked first out of three (3) proposals received and reviewed by the Source Selection Committee; and, WHEREAS, the estimated premium will be \$543,521. WHEREAS, the premium is funded through the Office of Fire Services. 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 Group Health Insurance for the Office of Fire Services to Blue Cross Blue Shield of Louisiana. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Stacey Cador - Resolution - R24-58 - A Resolution authorizing St. John the Baptist Parish to renew the Group Dental Insurance for the Office of Fire Services with Delta Dental

MOTION: Councilwoman Duhe-Griffin moved and Councilwoman Johnson seconded the motion to approve Resolution R24-58. A Resolution authorizing St. John the Baptist Parish to renew the Group Dental Insurance for the Office of Fire Services with Delta Dental. 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 for Group Dental Insurance for the Office of Fire Services with Delta Dental is through Tatje Insurance and Financial Products, Inc.; and WHEREAS, the renewal has an estimated annual premium of \$29,763 which reflects no increase over the expiring premium; and, WHEREAS, the renewal is funded through the Office of Fire Services. 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 Group Dental Insurance for the Office of Fire Services with Delta Dental. The motion passed with Councilman Wright absent.

Jaclyn Hotard/Stacey Cador - Resolution - R24-59 - A Resolution authorizing St. John the Baptist Parish to renew the Group Life Insurance for the Office of Fire Services with Southern National

MOTION: Councilwoman Houston moved and Councilwoman Johnson seconded the motion to approve Resolution R24-59. 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 for Group Life Insurance for the Office of Fire Services with Southern National is through Tatje Insurance and Financial Products, Inc.; and WHEREAS, the renewal has an estimated annual premium of \$3,813.28 and is funded through the Office of Fire Services. 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 Group Life Insurance for the

Office of Fire Services with Southern National. The motion passed with Councilwoman Duhe-Griffin and Councilman Wright absent.

Jaclyn Hotard - Resolution - R24-60 - A Resolution for St. John the Baptist Parish to adopt a Louisiana Compliance Questionnaire as a required part of St. John the Baptist Parish's Annual Financial and Compliance Audit

MOTION: Councilwoman Houston moved and Councilwoman Johnson seconded the motion to approve Resolution R24-60. A Resolution for St. John the Baptist Parish to adopt a Louisiana Compliance Questionnaire as a required part of St. John the Baptist Parish's Annual Financial and Compliance Audit. 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 Legislative Auditor required that a Louisiana Compliance Questionnaire be completed by the Parish President and adopted by the St. John the Baptist Parish Council; and, WHEREAS, the attached questionnaire must be presented to the auditor at the beginning of the annual audit; and, WHEREAS, the auditor will test the accuracy of the response to the questionnaire during the course of the audit. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to adopt a Louisiana Compliance Questionnaire. The motion passed with Councilwoman Duhe-Griffin and Councilman Wright absent.

INTRODUCTION OF ORDINANCES:

24-14 An ordinance approving the rezoning of Lots 2 and 3 of the Cornland Plantation Subdivision from the Commercial District One (C-1) to the Residential District One (R-1) located on Central Avenue behind 3547 West Airline Highway, Reserve, St. John the Baptist Parish, LA (PZR-23-1544) (J. Hotard & T. Lambeth)

24-15 An ordinance approving the resubdivision of Parcel 2-A-1-A of New Era Subdivision located on Tiffany Drive behind 1910 West Airline Highway, LaPlace, St. John the Baptist Parish, LA (PZS-23-1386) (J. Hotard & T. Lambeth)

24-16 An ordinance approving the rezoning of Lot 2-A-1-A of New Era Subdivision from the Commercial District 3 (C-3) to the Residential District Three (R-3) located on Tiffany Drive behind 1910 West Airline Highway, LaPlace, St. John the Baptist Parish, LA (PZR-23-1533) (J. Hotard & T. Lambeth)

ADJOURNMENT:

At 1:08 PM, Councilwoman Houston moved and Councilman Bailey seconded the motion to adjourn. The meeting adjourned with Councilwoman Duhe-Griffin and Councilman Wright absent.

/s/Lennix Madere, Jr.
COUNCIL VICE-CHAIRMAN

/s/Jackie Landeche
Council Secretary