

OFFICIAL PROCEEDINGS
ST. JOHN THE BAPTIST PARISH COUNCIL
TUESDAY, DECEMBER 23RD, 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, December 23RD, 2024, at Noon 12:00 PM.

CALL TO ORDER:

ROLL CALL: Lennix Madere, Jr., Councilman-at-Large, Div. A, Michael Wright, Councilman-at-Large, Div. B, Virgie Johnson, Councilwoman District I, Warren Torres, Councilman District II, Tammy Houston, Councilwoman District III, Vernon Bailey, Sr., Councilman District VI, Robert Arcuri, Councilman District V, Dixie Ramirez, Councilwoman District VII

ABSENT: Tyra Duhe-Griffin

Councilwoman Johnson led the Prayer and Councilman Torres led the Pledge.

Legal Counsel Keith Green, Jr. was present.

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

There was no public comment at this time.

COUNCIL - Selection of 2025 Officers 1) Council Chairman 1) Council Vice-Chairman

MOTION: Councilman Bailey moved and Councilwoman Johnson seconded the motion to nominate Councilwoman Tammy Houston as Chairman of the Parish Council and Councilman Robbie Arcuri as Vice-Chairman of the Parish Council. The motion passed with 7 yeas, 1 against (Torres) and 1 absent (Duhe-Griffin).

CONSENT AGENDA:

ITEMS: Approval of Minutes - December 10th, 2024, Council Meeting; Permit Approval - Bethlehem Missionary Baptist Church and New Pilgrim Baptist Church - The Annual Martin Luther King Jr. Day March/Rally - Monday, January 20th - line up starts at 8:00 AM at the intersection of 400 Ory Drive and Belle Pointe Blvd, proceed down Airline Hwy to the Percy Hebert Building, where the rally will begin

MOTION: Councilwoman Houston moved and Councilwoman Ramirez seconded the motion to approve the consent agenda items consisting of Approval of Minutes - December 10th, 2024, Council Meeting; Permit Approval - Bethlehem Missionary Baptist Church and New Pilgrim Baptist Church - The Annual Martin Luther King Jr. Day March/Rally - Monday, January 20th - line up starts at 8:00 AM at the intersection of 400 Ory Drive and Belle Pointe Blvd, proceed down Airline Hwy to the Percy Hebert Building, where the rally will begin. The motion passed with Councilwoman Duhe-Griffin absent.

REPORTS:

President's Report

Jaclyn Hotard - Monthly Financial Report (November 2024)

Councilwoman Duhe-Griffin arrived in the meeting at 12:06 PM.

PUBLIC HEARING AND ADOPTION ON ORDINANCE(S)

24-74 (Public Hearing Held) An ordinance to rescind Ordinance MM1-77, which reads: Ord. MM1-77 - An ordinance authorizing an across the board pay increase for all Civil Service employees and Council Secretary equal to but not greater than 3% or the US CPI not greater than 3.5%, whichever is greater, commencing January 1, 2002, and every year thereafter (T. Houston & V. Johnson)

MOTION: Councilwoman Houston moved and Councilwoman Johnson seconded the motion to approve Ordinance 24-74. The motion passed with 7 yeas and 2 against (Duhe-Griffin, Torres).

24-75 (Public Hearing Held) An ordinance amending ordinance 23-60 relative to the annual operating budgets for St. John the Baptist Parish for the fiscal year beginning January 1, 2024 and ending December 31, 2024 (J. Hotard)

MOTION: Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Ordinance 24-75. The motion passed with 7 yeas and 2 against (Duhe-Griffin, Torres).

NEW BUSINESS:

Jaclyn Hotard/Peter Montz - Resolution - R24-217 - A Resolution authorizing St. John the Baptist Parish to award the bid for the Culverts and Drainage Improvements Project to LA Contracting Enterprise, LLC

MOTION: Councilwoman Ramirez moved and Councilman Arcuri seconded the motion to approve Resolution R24-217. A Resolution authorizing St. John the Baptist Parish to award the bid for the Culverts and Drainage Improvements Project to LA Contracting Enterprise, 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, LA Contracting Enterprise, LLC of Thibodaux, LA submitted the lowest responsive and responsible bid in the amount of \$3,500,000; and, WHEREAS, various items such as excavation work and culvert replacement will be ordered on an as-needed basis; and, WHEREAS, purchases will be 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 award the bid for the Culverts and Drainage Improvements Project to LA Contracting Enterprise, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R24-218 - A Resolution authorizing

St. John the Baptist Parish to enter into a Professional Services Agreement with A & E Enterprise Management, LLC for the American with Disabilities Act (ADA) Coordinator Services

MOTION: Councilman Madere moved and Councilman Torres seconded the motion to approve Resolution R24-218. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with A & E Enterprise Management, LLC for the American with Disabilities Act (ADA) Coordinator 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, A & E Enterprise Management, LLC of LaPlace, LA ranked first out of two (2) proposals received and reviewed by the Source Selection Committee; and, WHEREAS, Coordinator Services are needed to ensure that the Parish complies with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973; and, WHEREAS, services will be funded through the General 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 St. John the Baptist Parish council to sign and execute the Professional Services Agreement between St. John the Baptist Parish and A & E Enterprise Management, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R24-219 - A Resolution authorizing St. John the Baptist Parish President to sign and execute a Memorandum of Understanding (MOU) with the city of Monroe for Emergency Shelters

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to approve Resolution R24-219. A Resolution authorizing St. John the Baptist Parish President to sign and execute a Memorandum of Understanding (MOU) with the city of Monroe for Emergency Shelters. 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 MOU will allow St. John the Baptist Parish to use community centers in the City of Monroe as necessary to provide shelter for Parish residents; and, WHEREAS, upon declaration of a public emergency and mandatory evacuation in St. John the Baptist Parish as a result of a natural or man-made disaster, the MOU will become activated for evacuees; and, WHEREAS, fees for the community centers are \$600 per day or \$25 per hour, Monday through Saturday and \$840 per day or \$35 per hour on Sundays; and WHEREAS, fees for use of the City of Monroe's community centers will be funded through the Public Works Department with anticipated FEMA Reimbursement. 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 a Memorandum of Understanding with the City of Monroe. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R24-220 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with TKTMJ, Inc. for the Construction of the Westbank Multipurpose Complex

MOTION: Councilwoman Johnson moved and Councilwoman Ramirez seconded the motion

to approve Resolution R24-220. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with TKTMJ, Inc. for the Construction of the Westbank Multipurpose Complex. 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 decreases the original Agreement amount by \$17,487.53 and an additional seventy-seven (77) calendar days; and, WHEREAS, the decrease includes savings for value engineering items determined at the beginning of the Project, as well as costs for additional parking spaces being added to the Project for the future building; and, WHEREAS, the new date of Substantial Completion is estimated to be February 25, 2025; and, WHEREAS, the project is funded through various departments. 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 TKTMJ, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R24-221 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with LA Contracting Enterprise, LLC. for the Woodland Regional Pump Station Project

MOTION: Councilman Bailey moved and Councilwoman Houston seconded the motion to approve Resolution R24-221. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with LA Contracting Enterprise, LLC. for the Woodland Regional Pump Station 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, this project has been deemed substantially complete by the Project Engineer; and, WHEREAS, all punch list items were identified and completed. 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 the Certificate of Substantial Completion between St. John the Baptist Parish and Barriere Construction Co, L.L.C. The motion passed unanimously.

INTRODUCTION OF ORDINANCES:

There were no ordinances introduced at this meeting.

ADJOURNMENT:

At 12:50 PM, Councilman Torres moved and Councilwoman Houston seconded the motion to adjourn. The motion passed unanimously.

/s/Michael Wright
COUNCIL CHAIRMAN

/s/Jackie Landeche
Council Secretary