

FINANCE COMMITTEE MEETING
October 27th, 2020
Chairman Michael Wright
Vice-Chairman Thomas Malik

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, Tonia Schnyder, Thomas Malik, Tammy Houston, Michael Wright, Robert Arcuri

ABSENT: Tyra Duhe-Griffin, Lennix Madere

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

There was no public comment at this time.

Daron Cooper/Steve Breeding - Authorization to execute the Certificate of Substantial Completion with Byron E. Talbot Contractor, Inc. for the Reserve Drainage Project Phase II

Daron Cooper stated, *"This project has been deemed substantially complete by the Parish Engineer, the Project Engineer and the Capital Projects Administrator. 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 Byron E. Talbot Contractor, Inc. for the Reserve Drainage Project Phase II. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Travis Perrilloux - Authorization to execute a Cooperative Endeavor Agreement (CEA) with South Central Planning and Development Commission (SCPDC) for Administration of the Department of Homeland Security/GOHSEP Grant Number EMW-2018-SS-00016-S01

Travis Perrilloux stated, *"A grant for \$25,995.92 was administered by SCPDC for emergency response and communication items for the Parish through an Agreement with the River and Bayou Region Mutual Aid and Assistance Task Force. It was funded with federal dollars and this annual Agreement allows the Parish to take possession and ownership of the items purchased on its behalf. The CEA was sent to Legal Counsel for review on October 19, 2020 and Administration recommends approval."*

MOTION: Councilman Arcuri moved and Councilwoman Schnyder seconded the motion to grant administration authorization to execute a Cooperative Endeavor Agreement (CEA) with South Central Planning and Development Commission (SCPDC) for Administration of the Department of Homeland Security/GOHSEP Grant Number EMW-2018-SS-00016-S01. The motion passed with 6 yeas, 1 nay (Malik), and 2 absent (Duhe-Griffin & Madere).

Travis Perrilloux - Authorization to execute a contract with Louisiana Department of Health and Hospitals Office of Public Health for the Strategic National

Stockpile Cities Readiness Initiative (CRI) Grant

Travis Perrilloux stated, "This is an annual Agreement that allows the Parish to participate in a collaborative planning initiative for mass dispensing response capabilities and to foster regional partnerships. The cost of this Agreement is \$20,324 and is 100% federally funded. The Agreement was sent to Legal Counsel for review and deemed legally sufficient. Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilman Malik seconded the motion to grant administration authorization to execute a contract with Louisiana Department of Health and Hospitals Office of Public Health for the Strategic National Stockpile Cities Readiness Initiative (CRI) Grant. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Stanley Bienemy - Authorization to execute a Cooperative Endeavor Agreement (CEA) with Capital Area Finance Authority (CAFA) to offer its Home Ownership Programs to the residents of St. John the Baptist Parish

Stanley Bienemy stated, "CAFA is a local housing finance Authority that offers non-repayable down payment assistance and up to 7% of the final home loan amount. CAFA partners with approved mortgage companies who will work with potential borrowers to finance a home and is approved in 47 Parishes statewide. CAFA will share loan production fees collected with the Parish for loans that are closed each month. The CEA is required in order for CAFA to offer its grant programs to citizens looking to purchase homes in the Parish. The CEA was sent to Legal Counsel for review October 22, 2020 and Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to grant administration authorization to execute a Cooperative Endeavor Agreement (CEA) with Capital Area Finance Authority (CAFA) to offer its Home Ownership Programs to the residents of St. John the Baptist Parish. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Stacey Cador - Authorization to renew the Primary Flood Insurance for the St. John Parish Government Complex with Selective Insurance

Stacey Cador stated, "This renewal through Riverlands Insurance Services, Inc. has an annual premium of \$3,806 for \$500,000 in building coverage and \$500,000 in contents coverage. The premium reflects an increase of \$253 over the expiring premium and is funded through the General Fund. Administration recommends approval."

MOTION: Councilman Arcuri moved and Councilwoman Schnyder seconded the motion to grant administration authorization to renew the Primary Flood Insurance for the St. John Parish Government Complex with Selective Insurance. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Stacey Cador - Authorization to renew the Flood Insurance for the West Bank Council on Aging Center with Selective Insurance

Stacey Cador stated, "This renewal through Riverlands Insurance Services, Inc. has an annual premium of \$2365 which reflects an increase of \$150 over the expiring premium. The premium will be funded through the Senior Citizens Fund and Administration recommends approval."

MOTION: Councilman Becnel moved and Councilwoman Houston seconded the motion to grant administration authorization to renew the Flood Insurance for the West Bank Council on Aging Center with Selective Insurance. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Stacey Cador - Authorization to renew the Parish's Group Life Insurance with Sun Life Financial

Stacey Cador stated, "This renewal through Riverlands Insurance Services, Inc. has an annual estimated premium of \$114,208 which reflects an increase of approximately \$27,280 over the expiring premium. The Group Life Insurance Policy provides basic life and AD&D to employees of the Parish, Library and Assessor's Office. The annual premium is funded through allocations from the General Fund, Public Works, Utilities, Wastewater, Library and the Assessor's Office. Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilman Arcuri seconded the motion to grant administration authorization to renew the Parish's Group Life Insurance with Sun Life Financial. The motion passed with 6 years, 1 nay (Arcuri), and 2 absent (Duhe-Griffin & Madere).

Stacey Cador - Authorization to settle and pay the September 5, 2020 Property Damage Claim to Bobby Morris of 201 Chestnut Street, Mt. Airy, LA 70076

Stacey Cador stated, "As presented by Riverlands Insurance Services, Inc. and approved by Legal Counsel, settlement of this case in the amount of \$1,330.32 is recommended with funds from the Claim/Litigation Settlements line item in the Public Works Budget. Administration recommends approval."

MOTION: Councilman Torres moved and Councilman Malik seconded the motion to grant administration authorization to settle and pay the September 5, 2020 Property Damage Claim to Bobby Morris of 201 Chestnut Street, Mt. Airy, LA 70076. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Stacey Cador - Authorization to settle and pay the September 24, 2020 Property Damage Claim to Preston Jack, Jr. of 539 Castle Drive, Edgard, LA 70049

Stacey Cador stated, "As presented by Riverlands Insurance Services, Inc. and approved by Legal Counsel, settlement of this case in the amount of \$4,000 is recommended with funds from the Claim/Litigation Settlements line item in the Public Works Budget. Administration recommends approval."

MOTION: Councilman Becnel moved and Councilman Malik seconded the motion to grant administration authorization to settle and pay the September 24, 2020 Property Damage Claim to Preston Jack, Jr. of 539 Castle Drive, Edgard, LA 70049. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

Adjournment

MOTION: Councilman Malik moved and Councilwoman Houston seconded the motion to adjourn the finance meeting. The motion passed with Councilwoman Tyra Duhe-Griffin and Councilman Madere absent.

The meeting can be viewed in its entirety at www.sjbparish.com.