

FINANCE COMMITTEE MEETING
JULY 28TH, 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 19th, 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, July 28th, 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, July 28th, 2020 at 6:00 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 Monday, July 27th, 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 {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, Tammy Houston, Tyra Duhe-Griffin, Robert Arcuri, Michael Wright, Thomas Malik, Lennix Madere, Tonia Schnyder, Warren Torres

ABSENT: None

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

MOTION: Councilwoman Houston moved and Councilman Malik 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.

Reed Alexander/Tony Arikol - Authorization to execute Change Order No. 3 with LaGreca Services, Inc. for the LaPlace Main Wastewater Pump Station Rehabilitation

Reed Alexander stated, "Change Order No. 3 is a deductive final adjustment for project closeout. This decreases the final project cost by \$6,571.48. The Change Order was reviewed and approved by the Parish Engineer, the Project Engineer and the Assistant Director of Utilities. The Change Order was sent to Legal Counsel for review and deemed legally sufficient. Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilman Torres seconded the motion to grant administration authorization to execute Change Order No. 3 with LaGreca Services, Inc. for the LaPlace Main Wastewater Pump Station Rehabilitation. The motion passed unanimously.

Reed Alexander/Rob Delaune - Authorization to amend the Professional Services Agreement with Digital Engineering & Imaging, Inc. for Engineering Support and Grant Management Assistance

Reed Alexander stated, "This Amendment is for a not to exceed amount of \$125,000 for project management, grant and loan management and departmental support. Digital Engineering has successfully secured and is currently managing \$4.4M in grants for various departments. The contract is funded through the General Fund, Utilities and Wastewater budgets, Planning and Zoning and reimbursements from grants. The company has a history of successful performance assisting the Parish. The amendment was sent to Legal Counsel for review and deemed legally sufficient. Administration recommends approval."

MOTION: Councilman Malik moved and Councilman Madere seconded the motion to grant administration authorization to amend the Professional Services Agreement with Digital Engineering & Imaging, Inc. for Engineering Support and Grant Management Assistance. The motion passed unanimously.

Peter Montz - Authorization to enter into an Agreement with Deaf Action Center Interpreting Services, LLC for Sign Language Interpreting

Peter Montz stated, "This Agreement for services is to be used upon request, specifically during press conferences and emergencies. It is a five (5) year Agreement and payments are based on an hourly rate which is funded by the Communications Department. The Agreement was sent to Legal Counsel for review 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 Deaf Action Center Interpreting Services, LLC for Sign Language Interpreting. The motion passed unanimously.

Peter Montz - Authorization to award Disaster Management Services to All South Consulting Engineers, LLC

Peter Montz stated, "All South Consulting Engineers, LLC of Metairie, LA ranked

first out of eleven proposals reviewed and scored by the Source Selection Committee. The consultant will provide assistance and support for Grants Management, Administration and associated Disaster Recovery Project Management activities as needed for federal and state programs. The cost of these services will be funded by various departments. The Agreement was sent to Legal Counsel for review and deemed legally sufficient. Administration recommends approval."

MOTION: Councilman Madere moved and Councilman Malik seconded the motion to grant administration authorization to award Disaster Management Services to All South Consulting Engineers, LLC. The motion passed unanimously.

Peter Montz/Joseph Savoie - Authorization to award the bid for the Insertion Valves to Coburn's Supply

Peter Montz stated, "Administration requests approval to award the bid to Coburn's Supply as the lowest responsive and responsible bidder. Valves will be ordered on an as-needed basis and is funded through the Utilities Budget. The document was sent to Legal Counsel for review July 20, 2020 and Administration recommends approval."

MOTION: Councilman Arcuri moved and Councilman Madere seconded the motion to grant administration authorization to award the bid for the Insertion Valves to Coburn's Supply. The motion passed unanimously.

Travis Perrilloux - Authorization to enter into a Professional Services Agreement with The Northeast Educational Development Foundation for Emergency Public Sheltering

Travis Perrilloux stated, "This Agreement is for the emergency public sheltering in West Carroll Parish for evacuees of St. John the Baptist Parish. The emergency shelter is located at the Thomas Jason Lingo Community Center which is overseen by the Northeast Educational Development Foundation. Services will be utilized when authorized for a natural or man-made disaster. The Agreement was sent to Legal Counsel for review and deemed legally sufficient. Administration recommends approval."

MOTION: Councilman Becnel moved and Councilman Malik seconded the motion to grant administration authorization to enter into a Professional Services Agreement with The Northeast Educational Development Foundation for Emergency Public Sheltering. The motion passed unanimously.

Stacey Cador - Authorization to renew the St. John the Baptist Parish Communications District's commercial property, general liability and management liability insurance with American Alternative Insurance

Administration requests tabling this item until the next Council Meeting.

MOTION: Councilman Arcuri moved and Councilwoman Houston seconded the motion to **TABLE** the authorization to renew the St. John the Baptist Parish Communications District's commercial property, general liability and management liability insurance with American Alternative Insurance. The motion passed unanimously.

Stacey Cador - Authorization to settle and pay the July 02, 2020 Property Damage Claim to Guy Clement of 601 Oleander Street, LaPlace, LA

Stacey Cador stated, "As presented by Riverlands Insurance Services, Inc. and approved by Legal Counsel, settlement of this case in the amount of \$400 is recommended with funds from the Claim/Litigation Settlements line item in the Utilities Budget."

MOTION: Councilman Arcuri moved and Councilman Becnel seconded the motion to grant administration authorization to settle and pay the July 02, 2020 Property Damage Claim to Guy Clement of 601 Oleander Street, LaPlace, LA. The motion passed unanimously.

Adjournment:

MOTION: Councilwoman Schnyder moved and Councilman Malik seconded the motion to adjourn the finance meeting. The motion passed unanimously.

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

Public Comment Form: <http://st-john-parish.com/council-meeting/>