

**OFFICIAL PROCEEDINGS OF THE  
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA  
TAKEN AT A REGULAR MEETING HELD ON JULY 21, 2021**

The Council of the Parish of St. James, State of Louisiana, met in regular session in the Council Chambers of the Parish Courthouse in Vacherie, Louisiana on Wednesday, July 21, 2021, at 6:00 p.m.

On roll call, the following were recorded present: Council Members Jason Amato, Ryan Louque, Mason Bland, Vondra Etienne-Steib, Donald Nash, and Chairman Alvin St. Pierre, Jr. Councilman Clyde Cooper was not in attendance for roll call.

Those also in attendance were Linda Hubbell, Secretary; Peter Dufresne, Parish President; Felix Boughton, Finance Director; Rick Webre, Director of Operations; Lennorah Williams, Human Resources Assistant Director; Eric Deroche, Emergency Preparedness Director; and Adam Koenig, Legal Advisor.

Councilman Amato offered the invocation and Councilman Bland led the Pledge of Allegiance.

The Honorable Alvin St. Pierre, Jr., Chairman, duly convened the Council of the Parish of St. James, State of Louisiana, and stated that the Council was ready for the transaction of business.

### **MINUTES**

On a motion offered by Councilman Nash and seconded by Councilman Louque, the minutes of the July 7, 2021 regular meeting were approved as distributed, and the reading of these minutes dispensed with.

### **PRESIDENT'S REPORT**

President Dufresne presented this report to the council:

- I'd like to begin my report tonight by bringing some awareness to our community of the rise in covid-19 cases throughout our state and region. Yesterday, I met with hospital administrators to discuss the increase in cases we have begun to see and concerns over the Delta variant. This new variant is much more contagious than what we have seen during the initial outbreaks of Covid-19 and is quickly becoming more prevalent with hospitalizations statewide increasing by 41% over the weekend.
- Our hospital has begun to prepare for any potential increase in patients as well as ensuring they are fully stocked on vaccines and testing kits. I'd like to remind our residents to continue to practice social distancing, especially if you have not been vaccinated. At this time, I do not plan to mandate any mask requirements, however encourage those who have not been vaccinated to wear a mask, especially in public places for your safety and the safety of others. Vaccines are available 7 days a week at the St. James Urgent Care. You can make an appointment by calling 225-258-2040.

#### **Emergency Preparedness:**

- Last week, during one of the many storms our area experienced, a tower on our EOC building was struck by lightning which damaged equipment and caused an outage for all satellite offices on the east bank of the parish. Yesterday afternoon, crews were able to replace all damaged equipment and restore internet and phone connections to all offices.
- I'd also like to remind everyone that we are beginning to reach the peak of hurricane season and now is the time to be sure we each have an emergency plan and kit ready in the event we are impacted by any storms during the remainder of this season. More information on what to include in your plan and kit can be found on our website home page.

#### **DHR:**

- Our Department of Human Resources is hosting a series of financial literacy classes for recent high school graduates in our parish. The first class began today and will discuss money management, credit, budgeting and more.

#### **Operations:**

- On our Operations, I am happy to say much of the road patch work is reaching the final inspection phase. A change order in this project was denied due to trip tickets not turned in.
- A few updates on drainage projects:
  - The Humble Street Phase 2 pre-construction meeting will be conducted with a notice to proceed being issued on July 27.
  - The District 5 drainage study is about 40% complete.
  - Both the David Plantation and Bourbon Country Subdivision drainage mitigation projects are in design and development phases.
  - Operations crews are also working to develop a formal drainage canal list based on the highest risk areas in the parish. This will be submitted to Parish Council once complete.
- The Gramercy Recreation District Splash Park and playground is now complete, and the all-abilities playground is being developed for this district as well.

Councilman Cooper arrived and assumed his seat on the Council.

**PUBLIC COMMENT** - No public comments were received on agenda items that required a vote.

### **PRESENTATIONS**

Dana Groover, Director, presented the St. James Parish Housing Authority's Annual Report.

### **APPOINTMENTS TO BOARDS AND COMMISSIONS**

After Councilman Nash explained that Mr. Steib resigned, due to moving from District 7, he offered and moved for adoption **RESOLUTION 21-174, A RESOLUTION APPOINTING JODY CAZENAVE TO FILL THE VACANCY OF CONSTABLE FOR THE 7TH DISTRICT OF ST. JAMES PARISH, STATE OF LOUISIANA**, and was seconded by Councilman Amato. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-175, A RESOLUTION APPOINTING DR. RANDALL POCHE TO THE BOARD OF COMMISSIONERS OF THE HOSPITAL SERVICE DISTRICT OF ST. JAMES PARISH**, was offered and moved for adoption by Councilman Nash and was seconded by Councilman Bland. After a unanimous roll call vote, the resolution was adopted.

#### **OLD BUSINESS**

- **District 5 Alternate Access Route** – met with Ergon Representatives today to discuss the location. We asked them to get back to us in 30 days so we have time to get with the State.
- **Acquisition of Land for Multipurpose Building** – conceptual drawings are in hand and are being reviewed. Next step is to purchase the land.

#### **NEW BUSINESS**

Mr. Steve Nosacka explained that a motion to request, from Louisiana Economic Development, an additional 30 days to consider the request (ITEP application 20180377-ITE) and to schedule that consideration for approval or denial at the August 18<sup>th</sup> meeting. He further explained that the hand-out, from LED, includes a summary of LSR's Industrial Tax Exempt application, adding that they did a \$2.8 million installation of equipment to enhance their operations and provide more efficiency the last few years and that it qualifies for ITEP. After Mr. Nosacka further explained the process, Councilman Amato offered a motion to request an additional 30 days from LED and was seconded by Councilman Bland. After a unanimous roll call vote, the motion carried.

**RESOLUTION 21-176, A RESOLUTION TO APPROVE DISBURSEMENT OF PAYROLL FOR THE JULY 23, 2021 PAYROLL**, was offered and moved for adoption by Councilman Louque and seconded by Councilman Cooper. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-177, A RESOLUTION TO APPROVE DISBURSEMENT OF FUNDS TO PAY PENDING CURRENT INVOICES AND PAYABLES**, was offered and moved for adoption by Councilman Nash and seconded by Councilman Amato. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-178, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH PRESIDENT TO SIGN AND EXECUTE A CONTRACT WITH MEYER ENGINEERS, LTD TO PROVIDE PROFESSIONAL SERVICES FOR THE CONVENT WATER PLANT CLARIFIER ADDITION AND FILTER REHABILITATION PROJECT**, was offered and moved for adoption by Councilman Bland and seconded by Councilman Nash. After a unanimous rollcall vote, the resolution was adopted.

**RESOLUTION 21-179, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH PRESIDENT OR HIS DESIGNEE TO RENEW A CONTRACT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. FOR GEOGRAPHIC INFORMATION SYSTEM SOFTWARE**, was offered and moved for adoption by Councilman Nash and seconded by Councilman Louque. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-180, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH PRESIDENT TO SIGN AND EXECUTE A PUBLIC WORKS CONTRACT WITH CYPRESS ROOFING FOR THE LUTCHER LIBRARY ROOF COATING**, was offered and moved for adoption by Councilman Amato and was seconded by Councilman Nash. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-181, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH PRESIDENT TO SIGN AND EXECUTE A PUBLIC WORKS CONTRACT WITH COLEMAN ROOFING & CONSTRUCTION, LLC FOR THE WEST BANK RECEPTION HALL ROOF COATING**, was offered and moved for adoption by Councilwoman Etienne-Steib and was seconded by Councilman Louque. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-182, A RESOLUTION CALLING FOR A SPECIAL PRIMARY ELECTION IN ST. JAMES PARISH, STATE OF LOUISIANA ON MARCH 26, 2022, AND A SPECIAL GENERAL ELECTION ON APRIL 30, 2022 FOR THE ELECTION OF A DISTRICT 7 CONSTABLE**, was offered and moved for adoption by Councilman Nash and was seconded by Councilman Louque. After a unanimous roll call vote, the resolution was adopted.

**RESOLUTION 21-183, A RESOLUTION AUTHORIZING ST. JAMES PARISH GOVERNMENT TO RE-ADVERTISE AND RECEIVE BIDS FOR KITCHEN EQUIPMENT FOR TITLE IIIC NUTRITION PROGRAM FOR THE DEPARTMENT OF HUMAN RESOURCES ELDERLY PROGRAM**, was offered and moved for adoption by Councilman Bland. Councilman Cooper offered a second, and the resolution was unanimously adopted.

#### **DIRECTOR'S REPORT**

**LENNORAH WILLIAMS** – Commodity distribution next week will be on Monday at the Welcome Senior Center from 10:00 am to 12:30 p.m. and at the Vacherie Senior Center from 1:00 pm to 3:30 pm and on Tuesday at the Lutchler Senior Center and the Convent Senior Center. The ARC is having a Luau for participants at the Vacherie Park from 9:30 am to 12:00 p.m.

**FELIX BOUGHTON** – Reminder to get your Capital requests to Rick Webre for the 2022 budget by August 6<sup>th</sup>.

**RICK WEBRE** – Interim report was given, the full report will be distributed at the next council meeting. Page 4 is brief updates of the current projects.

**COUNCIL MEMBER'S REPORT**

**COUNCILMAN NASH** – Councilman Nash thanked Mr. Webre for the preliminary drawing the Hwy 643 project and inquired about a start date. He also requested a status of the levee project of the Vacherie Canal.

**COUNCILWOMAN ETIENNE-STEIB** – Councilwoman Etienne-Steib expressed thanks for the opportunity to attend the NACo Conference. She said she attended informational meetings pertaining to COVID, libraries, and infrastructure.

**COUNCILMAN COOPER** – Councilman Cooper requested a condolence letter to the family of Marsden Geason. He requested a status of the drainage and grass cutting of the ditches. He said the 5<sup>th</sup> District Summer was successful and he thanked the administration for their help.

**COUNCILMAN BLAND** – Councilman Bland inquired if the Parish could send a condolence letter to the family of the late former Governor Edwin Edwards.

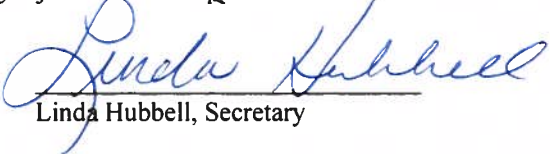
**COUNCILMAN LOUQUE** – Councilman Louque had no comment.

**COUNCILMAN AMATO** – Councilman Amato requested to have a meeting with Rick, Ryan, and the Mayor of Lutchter, and his foreman, to finalize the school side project. He thanked Dana Groover for her service and leadership.

**CHAIRMAN ST. PIERRE** – Chairman St. Pierre had no comment.

**ADJOURNMENT**

After determining there was no additional business to come before the council, on a motion offered by Councilman Bland and seconded by Councilman Louque and carried, the meeting adjourned at 7:00 p.m.

  
Linda Hubbell, Secretary