OFFICIAL PROCEEDINGS OF THE
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA
TAKEN AT A REGULAR MEETING HELD ON WEDNESDAY, JANUARY 8, 2014

The Council of the Parish of St. James, State of Louisiana, met in regular session in the Council Chambers of the Parish Courthouse in Convent, Louisiana, on Wednesday, January 8, 2014, at 6:30 p.m.

On roll call, the following were recorded present: Councilmen Alvin St. Pierre, Jr., Jason Amato, Terry McCreary, Ralph Patin, Charles Ketchens, Kendricks Brass and Chairman James Brazan.

Those also in attendance were: Angele Rodrigue, Council Secretary; Timothy P. Roussel, Parish President; Eric Deroche, Director of Emergency Preparedness; Michelle Octave, Director of Human Resources; Chantal T. Waguespack, Director of Finance; Jody Chenier, Director of Operations; and Bruce Mohon, Legal Advisor.

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

The Honorable James Brazan, 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.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

The first agenda item was the election of a new council chairman. Chairman Brazan opened the floor for nominations. Councilman Patin placed the name of Councilman Charles Ketchens in nomination with Councilman Brass seconding this nomination. After determining that no one else would be placed in nomination, the chairman called for a roll call vote. On a unanimous roll call vote, Councilman Ketchens was elected Council Chairman and will serve for the next two years. Thereupon, Chairman Brazan asked Councilman Ketchens to assume the chairmanship position and handed him the gavel.

Chairman Ketchens thanked his fellow councilmen for their support and then opened the floor for nominations to the position of Vice-Chairman. Councilman Brass placed the name of Councilman Alvin St. Pierre, Jr. in nomination. The motion was seconded by Councilman Brazan. After determining there were no further nominations and on a unanimous roll call vote, Councilman St. Pierre was elected Vice-Chairman. Chairman Ketchens thanked Councilman Brazan for a fine job as Chairman the last two years.

MINUTES

On a motion offered by Councilman Patin and seconded by Councilman Amato, the minutes of the December 18, 2013 council meeting were approved as distributed, and the reading of these minutes dispensed with.

HEAD START FINANCIAL & ATTENDANCE REPORTS

The Head Start Financial and Attendance Reports for December 2013 were approved on a motion offered by Councilman Brass and seconded by Councilman Brazan.

PRESIDENT'S REPORT

President Roussel began his report by congratulating Chairman Ketchens, Vice-Chairman St. Pierre and commended and thanked Councilman Brazan on his term as Chairman the last two years. He provided the Council with information and/or updates on the following: safety focus within the parish workforce; official specification sheet for parish logo; NFIP update: Bedar Warren received a Wells Fargo Housing Foundation scholarship: Michelle Octave received a State of Louisiana Public Transportation scholarship: 2014 River Region Chamber Awards Banquet and installation of Officers on January 16 at Ormond Plantation; update on the fire at Convent Housing Complex on January 6; time clock software was received and hardware has been ordered; Comprehensive Master Plan informational meeting. President Roussel announced that St. James Parish Government is teaming up with St. James Parish Hospital to decrease obesity and promote a healthy lifestyle and St. James Parish Government has a team in the statewide weight loss challenge, Geaux Lite Louisiana.

Councilman McCreary had his questions on the time clock answered by Mr. Deroche

PRESENTATIONS AND PUBLIC COMMENT

Blaise Gravois, Assistant Director of Operations, provided the Council with an update on the two public informational meetings held thus far on the Comprehensive Master Plan. Mr. Gravois then answered questions posed by councilmembers.

CORRESPONDENCE RECEIVED – None.

APPOINTMENTS TO BOARDS AND COMMISSIONS – None.

OLD BUSINESS

Councilman Patin, after consulting with Legal Advisor Mohon, offered a motion to table action on ORDINANCE 13-19, AN ORDINANCE PROHIBITING UNMUFFLED COMPRESSION BRAKES ALONG LA HIGHWAY 44, FROM THE SUNDHINE BRIDGE TO THE UNION-CONVENT FIRE DEPARTMENT, until the January 15,

2014 council meeting to allow Legal Advisor Mohon to identify specific highways requested by the Council. Councilman St. Pierre offered a second, and after a unanimous roll call vote, the ordinance was tabled until January 15.

NEW BUSINESS

Councilman Brass offered and moved for adoption **RESOLUTION 14-01, A RESOLUTION PROVIDING FOR THE ACCEPTANCE OF WORK PERFORMED BY ZEE CONSULTING, LLC IN ACCORDANCE WITH THE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR THE CONSTRUCTION OF THE PARISH HEALTH UNIT PARKING LOT ADDITION.** Councilman Brazan offered a second, and the resolution was then unanimously adopted.

RESOLUTION 14-02, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT AND/OR THE DIRECTOR OF HUMAN RESOURCES TO SIGN FUNDING APPLICATIONS, SUPPLEMENTS, AND ONE-TIME FUNDING APPLICATIONS FOR ST. JAMES PARISH DEPARTMENT OF HUMAN RESOURCES, INCLUDING APPROPRIATE ASSURANCES, AGREEMENTS, CONTRACTS, AMENDMENTS, AND REVISIONS IN ORDER TO OPERATE EXISTING OR NEW PROGRAMS ADMINISTERED BY ST. JAMES PARISH IN THE YEAR 2014, was offered and moved for adoption by Councilman St. Pierre. Councilman Brass offered a second, and the resolution was unanimously adopted.

Councilman Brazan offered and moved for adoption **RESOLUTION 14-03, A RESOLUTION DESIGNATING THE ST. JAMES PARISH GOVERNMENT, DEPARTMENT OF HUMAN RESOURCES, AS THE OFFICIAL COMMUNITY ACTION AGENCY FOR FEDERAL FY 2014 AND THE ONLY DEPARTMENT OR AGENCY AUTHORIZED TO APPLY FOR AND ADMINISTER PROGRAMS MADE POSSIBLE BY ANY COMMUNITY SERVICES BLOCK GRANT FUNDS AVAILABLE THROUGH THE LOUISIANA STATE DEPARTMENT OF LABOR.** Councilman McCreary offered a second, and the resolution was unanimously adopted.

Councilman Amato offered and moved for adoption **RESOLUTION 14-04, A RESOLUTION APPROVING THE SIGNING OF REVISED AND/OR NEW TITLE III-B, IIIC-1, IIIC-2, III-D, AND III-E AND OTHER CONTRACTS BETWEEN THE GOVERNOR'S OFFICE OF ELDERLY AFFAIRS AND THE ST. JAMES PARISH GOVERNMENT, DEPARTMENT OF HUMAN RESOURCES, FOR PROGRAM YEAR 2014-2015.** Councilman Patin offered a second, and the resolution was unanimously adopted.

Councilman Brazan offered and moved for adoption **RESOLUTION 14-05, A RESOLUTION APPROVING THE DIRECT DELIVERY OF SERVICES BUDGET OF ST. JAMES PARISH GOVERNMENT, DEPARTMENT OF HUMAN RESOURCES-AAA FOR THE YEAR 2014-2015.** Councilman Patin offered a second, and the resolution was unanimously adopted.

RESOLUTION 14-06, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SUBMIT A FUNDING REQUEST TO THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR A HOUSING COUNSELING PROGRAM, was offered and moved for adoption by Councilman St. Pierre. Councilman Amato offered a second, and the resolution was unanimously adopted.

RESOLUTION 14-07, A RESOLUTION ACCEPTING THE TERMS AND CONDITIONS OF ANY CONTRACT, CONTRACT AMENDMENTS, OR REVISIONS FOR 2014 FUNDS BETWEEN THE ST. JAMES PARISH GOVERNMENT AND THE LOUISIANA STATE DEPARTMENT OF CHILDREN AND FAMILY SERVICES, DIVISION OF ADMINISTRATIVE SERVICES, AND AUTHORIZING TIMOTHY P. ROUSSEL, PARISH PRESIDENT, TO SIGN SUCH CONTRACTS AND ASSURANCES, was offered and moved for adoption by Councilman McCreary. Councilman Patin offered a second, and the resolution was unanimously adopted.

RESOLUTION 14-08, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT AND/OR A DESIGNEE TO SIGN FUNDING APPLICATIONS AND CHDO APPLICATIONS FOR ST. JAMES PARISH DEPARTMENT OF HUMAN RESOURCES AND ST. JAMES COUNCIL ON AGING, INCLUDING AGREEMENTS, CONTRACTS, AMENDMENTS, AND REVISIONS IN ORDER TO OPERATE EXISTING OR NEW HOUSING PROGRAMS AND SERVICES ADMINISTERED BY ST. JAMES PARISH IN THE YEAR 2014, was offered and moved for adoption by Councilman Brazan, after Mrs. Octave answered questions from Councilman Brazan. Councilman St. Pierre offered a second, and the resolution was unanimously adopted.

Councilman Brazan offered and moved for adoption **RESOLUTION 14-09, A RESOLUTION ESTABLISHING PROCEDURES FOR ELECTING PARENTS OF HEAD START ENROLLEES TO THE HEAD START POLICY COUNCIL FOR ST. JAMES PARISH.** Councilman Brass offered a second, and the resolution was unanimously adopted.

RESOLUTION 14-10, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN REFUNDING, SUPPLEMENTS OR ONE-TIME FUNDING APPLICATIONS FOR ST. JAMES PARISH GOVERNMENT, HEAD START PROGRAM, WITH APPROPRIATE ASSURANCES, CONTRACTS, AMENDMENTS AND AGREEMENTS, was offered and moved for adoption by Councilman St. Pierre. Councilman Amato offered a second, and the resolution was unanimously adopted.

Councilman Brazan offered and moved for adoption **RESOLUTION 14-11, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT OR HIS/HER SUCCESSOR(S) TO NEGOTIATE, ON TERMS AND CONDITIONS THAT MAY BE DEEMED ADVISABLE, A CONTRACT OR CONTRACTS WITH THE LOUISIANA HOUSING CORPORATION ON BEHALF OF THE ST. JAMES PARISH GOVERNMENT,**

DEPARTMENT OF HUMAN RESOURCES. Councilman McCreary offered a second, and the resolution was unanimously adopted.

RESOLUTION 14-12, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT'S OFFICE TO ADVERTISE AND RECEIVE BIDS FOR A 2014 HEAVY DUTY DUMP TRUCK, was offered and moved for adoption by Councilman McCreary and seconded by Councilman Patin. The resolution was then unanimously adopted.

Councilman Brazan offered and moved for adoption **RESOLUTION 14-13, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT'S OFFICE TO ADVERTISE AND RECEIVE BIDS FOR A GRADALL.** The resolution was seconded by Councilman Amato and unanimously adopted.

RESOLUTION 14-14, A RESOLUTION AUTHORIZING ADVERTISEMENT AND RECEIVING OF BIDS FOR A MINI-EXCAVATOR FOR THE ST. JAMES PARISH DEPARTMENT OF OPERATIONS, was offered and moved for adoption by Councilman McCreary and seconded by Councilman Patin. The resolution was then unanimously adopted.

Councilman St. Pierre offered and moved for adoption **RESOLUTION 14-15, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT AND/OR THE DIRECTOR OF FINANCE TO ESTABLISH CREDIT ACCOUNTS.** Councilman Amato offered a second, and the resolution was unanimously adopted.

PROPOSED ORDINANCE 14-01, AN ORDINANCE CREATING A ST. JAMES YOUTH COMMISSION, was introduced on a motion offered by Councilman Brass and seconded by Councilman Brazan. After a unanimous roll call vote, the introduction of the ordinance was accepted and ordered filed with the Secretary for public inspection and publication of Notice of Public Hearing, which was scheduled for 6:15 p.m., Wednesday, February 5, 2014, in the Council Chambers of the Parish Courthouse in Convent. President Roussel recognized Rache'l Oatis, Student Council President at Lutcher High School, who is instrumental in the creation of this commission. Ms. Oatis answered questions from councilmen.

COUNCILMEN'S REPORT

COUNCILMAN ST. PIERRE – Councilman St. Pierre thanked and commended Councilman Brazan on a great job during his term as Chairman. He congratulated Chairman Ketchens and thanked his fellow councilmen for electing him Vice-Chairman. Councilman St. Pierre extended his congratulations to Mrs. Warren and Mrs. Octave on receiving scholarships. Regarding the Master Plan, Councilman St. Pierre commended Mr. Gravois on his efforts regarding the Master Plan informational meetings. Councilman St. Pierre received an update from Mr. Chenier on the David Road drainage project.

COUNCILMAN AMATO – Councilman Amato commented and thanked everyone for a very successful bonfire season, thanked the Welcome Center staff for their assistance in issuing the permits, commended Poche Plantation on their beautiful bonfire, and thanked Mr. Gravois for his assistance with the bike path construction concerns. He recognized and thanked Joey Tureau of DOTD for responding to his email regarding the repair/overlay of LA 3125. Councilman Amato asked Secretary Rodrigue to place the appointment of Winky Nobile to the Library Board on the next agenda. In closing, Councilman Amato thanked Councilman Brazan on his term as Chairman and congratulated Chairman Ketchens on his election.

COUNCILMAN MCCREARY – Councilman McCreary received an update on the Youth Center from President Roussel and Mr. Mohon, who explained that the title is currently held in the name of a corporation and explained the process to place the title in the name of the parish before the facility can be sold.

COUNCILMAN PATIN – Councilman Patin thanked Councilman Brazan for his services as past Chairman and he congratulated Chairman Ketchens and Vice-Chairman St. Pierre. He thanked Mr. Chenier and Mr. Mohon on their advice on the ordinance. Councilman Patin welcomed Mr. White and thanked Mrs. Octave for her assistance regarding the Housing Authority.

COUNCILMAN BRASS – Councilman Brass commended Councilman Brazan on his term as Chairman and congratulated Chairman Ketchens and Vice-Chairman St. Pierre on their election. He commended Ms. Oatis and asked Secretary Rodrigue to send a copy of the proposed Youth Commission ordinance to Superintendent Luce and President Nailor of the School Board. Councilman Brass announced that the annual Martin Luther King Celebration, sponsored by the scholarship committee, will be held at noon on January 20 at St. James High School. In closing, Councilman Brass asked Mr. Chenier to meet with him next week regarding the Magnolia Heights and evacuation route projects and to provide a status on several outstanding work orders regarding park lights, park rule signs and the ditch on Bank Street.

COUNCILMAN BRAZAN –Councilman Brazan extended his congratulations to Chairman Ketchens and Vice-Chairman St. Pierre. He asked Mr. Deroche and Recreation Supervisor Brent Dicharry to schedule a public meeting in February to gain input from the residents of District 6 and District 7 on recreation and asked Public Information Officer Wilkins to assist in advertising this meeting. Upon questioning, Councilman Brazan received an update from Mr. Chenier on the DOTD meeting regarding Highway 644. Councilman Brazan also received an update from Mr. Chenier on culverts for Fern Street and Orange Street.

PRESIDENT ROUSSEL – President Roussel informed the Council that he was contacted by the Workforce Investment Board for recommendations from St. James Parish to serve on this Board and asked the Council to contact him for the requirements to serve and with any recommendations.

CHAIRMAN KETCHENS – Chairman Ketchens extended an opportunity for comments from Directors and Mr. Chenier told Chairman Ketchens that the steel for the District 5 building is scheduled for delivery on January 20.

Continuing, Chairman Ketchens thanked his fellow councilmen for their support tonight and their continued support over the next two years, and he looks forward to working with President Roussel and his staff.

ADJOURNMENT

After determining there was no additional business to come before the council, on a motion offered by Councilman Brazan seconded by Councilman Brass and carried, the meeting adjourned at 7:30 p.m.

Angele R. Rodrigue, Secretary