OFFICIAL PROCEEDINGS OF THE
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA
TAKEN AT A REGULAR MEETING HELD ON FEBRUARY 3, 2016

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, February 3, 2016, at 6:30 p.m.

On roll call, the following were recorded present: Councilmen, Jason Amato, Ryan Louque, Ralph Patin Jr., Clyde Cooper, Kendricks Brass, Edward Kraemer and Chairman Alvin St. Pierre.

Those also in attendance were: Linda Hubbell, Council Secretary; Hollie Zeringue, Interim Council Secretary; Michelle Octave, Chief Administrative Officer; Chantal Waguespack, Director of Finance; Eric Deroche, Director of Emergency Preparedness; Bedar Warren, Director of Human Resources; Ashley Poche, Assistant Director of Finance; Blaise Gravois, Director of Operations; and Bruce Mohon, Legal Advisor.

Councilman Amato offered the invocation and Councilman Brass 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 Kraemer and seconded by Councilman Louque, the minutes of the January 19, 2016 council meeting were approved as distributed, and the reading of these minutes dispensed with.

DISBURSEMENT REPORT

The Disbursement Report for January 2016, totaling $1,715,319.65, was approved on a motion offered by Councilman Brass and seconded by Councilman Amato.

PRESIDENT'S REPORT

On behalf of Parish President Timmy, who extends his regrets for not being present today, as he is currently involved in federal court proceedings; therefore, I would like to read his President's Report to Council.
On Monday, the Army Corps of Engineers closed the last bays of the Bonnet Carre Spillway and with the Mississippi River below 15 feet at the Carrollton gauge, the Corps has transitioned from Phase 2 back to Phase 1 of the Flood Response Plan. Phase 1 includes twice a week levee inspections.
A water advisory was sent to parish water customers on January 23rd informing them that they may experience a brief period of lower than normal water pressure. Only a small number of water customers were affected and the issues were promptly resolved.
A proclamation was presented to the congregation of First Baptist Church of Vacherie congratulating them on the church's 150th anniversary on January 24th, unfortunately, I was stuck in DC and was not able to attend.
The 19th Annual Senior Citizens "Young at Heart" Carnival Social was held on last Friday. Thanks to DHR staff and Councilmen who supported this event. 2016 King Milton Cayette and Queen Audrey Steib presided over the festivities.
In my absence, Libby, a former graduate of St. Peter Chanel School, presented the Presidential Proclamation declaring January 31st through February 6th Catholic Schools Week in St. James Parish. The proclamation was presented this week at a school assembly at St. Peter Chanel.
St. James Parish Hospital opened an urgent care center today. The center is located in Lutcher inside the hospital's medical plaza and is open from 5 p.m. to 10 p.m. daily.

Washington DC trip

- Opportunity to attend the GNO Inc. overview of strategic actions proposed for a more permanent solution to the National Flood Insurance Program (NFIP); 9/30/16 current legislation will expire. Congressman Richmond and Graves are committed to working as well on a permanent solution.
- The REDDI Breakfast and Congressional Luncheon also allowed us an opportunity to network and express the priority projects of St. James Parish to congressional delegation, Governor-Elect Edwards and DOTD Secretary Dr. Shawn Wilson.
    - St. James Parish highway priority projects and flood protection concerns were mentioned.

Business & Industry Development Group meeting

- Last Wednesday was the first meeting of 2016 sponsored by Motiva. I would like to encourage all to join, including local business and industries for an opportunity to network and hear an overview of SJP.
- Over 50 were in attendance and were told by one vendor that the meeting format allowed him to learn more of what industry is doing.
- Each High School Principals received the Business & Industry Development Group Scholarship announcement to encourage high school seniors to apply by March 31st.

Noranda update

As of today, 50 employees were impacted. Negotiations are ongoing for a feasible resolve to continue operations. Congressman Graves and Congressman Richmond staff met with officials at Noranda on Friday to determine what level of support and/or influence they may have on resolving this issue.

DOTD Highway Priority Public Hearing

In my absence, Michelle Octave attended and provided public comment to the Transportation Committee of the overall highway priority projects that was submitted in effort to enhance, expand, and support the infrastructure repairs needed in our parish. Councilman Kraemer, Gerald Falgoust and Ed Becnel also addressed the committee regarding the Hwy 20 Bayou Chevreuil project. Senator Troy Brown also expressed his support for highway infrastructure improvements within St. James Parish. The staff also had an opportunity to invite DOTD Secretary Dr. Wilson to visit St. James Parish.

Speed Bump Policy
This "draft policy" was first introduced in July 2015 as a mechanism to discuss the overwhelming calls/concerns regarding speed bumps within neighborhood. Tonight, this is being reintroduced for discussion purposes. You were sent an email of the "draft policy" asking for your input, and I want to thank those councilmen and directors who gave suggestions. Michelle and D'Laun have researched neighboring parishes regarding this issue and have discussed this draft policy with Sheriff Martin on this process as well. Blaise will offer some additional suggestions at the time it is discuss on the agenda.

Website update
Councilman Kraemer bought to our attention that the parish's mobile website access was not updated…this problem has been resolved. Eric and Amber were not aware that the mobile site access was not being sync at the time the regular content was updated. Bizzuka (the host agency for parish's webpage) is still working to resolve other content. Thanks Councilman Kraemer for bringing this to our attention.

Economic Development

- Per my request, the Economic Development Board has initiated a "Small Business Task Force Committee" who is charge with improving how the parish communicate and support small businesses.
  - Through this committee, the parish will enter into an interagency agreement with LED more supportive services and trainings/workshops will be available to small businesses. The first workshop is scheduled for March 15th at the public relations building.
  - The parish's webpage content will be enhanced to include a "tap" in which residents/visitors can click on to find local businesses of interest.
  - As businesses renew its occupational license, information regarding available services are being shared.
  - Monthly at each Economic Development Board meeting, a small business will be acknowledged.
- DHR Super Tax Day was a success…please encourage residents to contact DHR for tax preparation

Hiring Update

- The vacant Hydrant Repairman position within Operations has been offered and accepted by Anthony Lear. Anthony is a resident of Paulina and has many years serving the community as a volunteer fireman.
- Join me in welcoming Linda Hubbell tonight as our newly hired Council Secretary. Linda is a resident of Vacherie and has started her training this week.
- You were sent an email by now but we are proud to publicly announce that Leon Walker, a current parish employee, has transferred to the Safety Coordinator position.
- We are still in the process of filling the vacant Homemaker position in DHR and we will be working on another vacant Transit driver position in the near future. An offer had been made for the Case Manager position, however it was not accepted. We have other viable candidates from the interview process and will update you with more details as soon as we can finalize this one.

Upcoming Dates

- Youth Commission will host a Winter Formal for Disabled Individuals on February 19th at 5-8pm at Lutcher Senior Center…if you know of any disabled residents that maybe interested in attending, please contact DHR.
- Youth Build Closing Program is on February 11th at the West Bank Reception Hall.

Reminder: Parish Government Offices will be closed on Tuesday, February 9 in observance of Mardi Gras.

Did you know, fun fact about Dr. Martin Luther King Jr.? His name was originally Michael, not Martin. His father was also Michael King, hence why Martin Luther King Jr. was originally named Michael King Jr. However, after a trip to Germany in 1931, Michael King Sr. changed his own name in homage to historic German theologian Martin Luther. Michael King Jr. was two years old at the time and King Sr. made the decision to change his son's name to Martin Luther as well.

PRESENTATIONS AND PUBLIC COMMENT

Vice-Chairman Brass invited Al Perkins to give an overview of the event they are planning in March. In an effort to promote Black History Month in a different way they will be hosting an Expo on March 12, 2016 at First Community Antioch Baptist Church in Gramercy beginning at 8am until 1pm. The Expo will include Historical Black Colleges and Universities, but not limited to, Southern, Xavier, Dillard, Texas Southern, University of Jackson, Alcorn State and Tupelo University. The Expo is a way to give exposure to graduating students and their parents, the HBCUs available to pursue an education. In addition, the expo can be a good avenue for parishioners who are seeking to complete a degree or those interested in continuing education. The HBCUs are in fairly close proximity to us and students who attend can bring their education to obtain careers in our Parish.

CORRESPONDENCE RECEIVED – None.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Councilman Brass offered and moved for adoption **RESOLUTION 16-16, A RESOLUTION REAPPOINTING WHITNEY POIRRIER TO THE ST. JAMES PARISH HOSPITAL BOARD**, Councilman Kraemer offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-17, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH COUNCIL AND THE ST. JAMES PARISH PRESIDENT TO APPOINT MR. WILSON MALBOURGH TO THE ST. JAMES PARISH PLANNING COMMISSION, was offered and moved for adoption by Councilman Kraemer and seconded by Councilman Amato. The resolution was unanimously adopted.

OLD BUSINESS

After a request and explanation from Chairman St. Pierre, Council Louque offered a motion to table **A RESOLUTION AUTHORING ST. JAMES PARISH ADMINISTRATION FOR THE INSTALLATION OF SPEED BUMPS/TRAFFIC CONTROL MEASURES IN ST. JAMES PARISH**, until the first council meeting in March 2016. Councilman Amato offered a second, and the motion to table this was adopted. After a unanimous roll call vote with all seven councilmen voting in favor of the motion. This resolution was then tabled until the first March 2016 council meeting.

NEW BUSINESS

Councilman Amato offered and moved for adoption **RESOLUTION 16-18, A RESOLUTION AMENDING THE APPOINTMENT OF THE ST. JAMES PARISH INTERIM COUNCIL SECRETARY TO HIRE LINDA HUBBELL AS COUNCIL SECRETARY FOR THE ST JAMES PARISH COUNCIL,** Councilman Cooper offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-19, 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 2016, was offered and moved for adoption by Councilman Louque and seconded by Councilman Kraemer. The resolution was unanimously adopted.

Councilman Brass offered and moved for adoption **RESOLUTION 16-20, A RESOLUTION DESIGNATING THE ST. JAMES PARISH GOVERNMENT, DEPARTMENT OF HUMAN RESOURCES AS THE OFFICIAL COMMUNITY ACTION AGENCY FOR FEDERAL FY 2016 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 Patin offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-21, A RESOLUTION ACCEPTING THE TERMS AND CONDITIONS OF ANY CONTRACT, CONTRACT AMENDMENTS OR REVISIONS FOR 2016 FUNDS BETWEEN THE ST. JAMES PARISH GOVERNMENT AND THE LOUISIANA STATE DEPARTMENT OF CHILDREN AND FAMILY SERVICES, DIVISION OF ADMINISTRATION SERVICES, AND AUTHORIZING TIMOTHY P. ROUSSEL, PARISH PRESIDENT, TO SIGN SUCH CONTRACTS AND ASSURANCES, was offered and moved for adoption by Councilman Amato and seconded by Councilman Cooper. The resolution was unanimously adopted.

RESOLUTION 16-22, A RESOLUTION APPROVING THE DIRECT DELIVERY OF SERVICES BUDGETS OF ST. JAMES PARISH GOVERNMENT, DEPARTMENT OF HUMAN RESOURCES-AAA FOR THE YEAR 2016-2017, was offered and moved for adoption by Councilman Kraemer and seconded by Councilman Patin. The resolution was unanimously adopted.

RESOLUTION 16-23, 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 2016 – 2017, was offered and moved for adoption by Councilman Louque and seconded by Councilman Brass. The resolution was unanimously adopted.

RESOLUTION 16-24, 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, was offered and moved for adoption by Councilman Kraemer and seconded by Council Patin. The resolution was unanimously adopted.

RESOLUTION 16-25, 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 2016, was offered and moved for adoption by Councilman Brass and seconded by Councilman Louque. The resolution was unanimously adopted.

RESOLUTION 16-26, 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 Louque and seconded by Councilman Amato. The resolution was unanimously adopted.

RESOLUTION 16-27, A RESOLUTION THANKING DEACON RICKY OUBRE AND THE CONGREGATION OF OUR LADY OF PEACE CATHOLIC CHURCH FOR THE USE OF THE CHURCH FACILITIES FOR THE 2016 INAUGURAL CEREMONIES AND COMMENDING THEM ON A SUCCESSFUL AND MEMORABLE EVENT, was offered and moved for adoption by Councilman Amato and seconded by Councilman Brass. The resolution was unanimously adopted.

RESOLUTION 16-28, A RESOLUTION PROCLAIMING THE MONTH OF FEBRUARY 2016 AS BLACK HISTORY MONTH AND SATURDAY, MARCH 12, 2016 HAS HBCU DAY IN ST. JAMES PARISH, was offered and moved for adoption by Councilman Brass and seconded by Councilman Patin. The resolution was unanimously adopted.

RESOLUTION 16-29, A RESOLUTION ACCEPTING THE BID OF FERRARA FIRE APPARATUS, FOR THE DEPARTMENT OF EMERGENCY PREPAREDNESS, was offered and moved for adoption by Councilman Louque and seconded by Councilman Amato. The resolution of unanimously adopted.

PROPOSED ORDINANCE 16-01, AN ORDINANCE AMENDING CHAPTER 14, SECTION 114.11 OF THE ST. JAMES PARISH CODE OF ORDINANCES PROHIBITING UNMUFFLED COMPRESSION BRAKES ON CERTAIN STATE HIGHWAYS IN THE PARISH OF ST. JAMES, AS AMENDED, was introduced on a motion offered by Councilman Kraemer and seconded by Councilman Brass. After a roll call vote with all voting in favor, the introduction of the ordinance was accepted and ordered filed with the Secretary for public inspection and publication of Notice of Public Hearing, was scheduled for 6:15 p.m., on Wednesday, February 17, 2016 in the Council Chambers of the Parish Courthouse Annex in Vacherie.

COUNCILMEN'S REPORT

COUNCILMAN AMATO – Councilman Amato informed the council of the PIA Audit last week that was coordinated with the help of Councilman Louque and Francis Hymel and said that the audit went well and the East bank is now a stronger fire department. Councilman Amato stated that with the opening of the Urgent Care Services at the Hospital the Parish is continuing to seek solutions for residents. Chateau St. James has just opened a 20 beds private unit which is another service being offered to senior citizens in the Parish. Councilman Amato welcomed Linda Hubbell as the Council Secretary and offered special thanks to Hollie Zeringue and Ashley Poche for providing support to the Council during the transition. Councilman Amato also wished congratulation to the senior athletes who recently signed scholarships and wished continued success to them and for making St. James Parish Proud.

COUNCILMAN LOUQUE – Councilman Louque wished best of luck to our Parish youth who are participating the State 4H Livestock Show.

COUNCILMAN PATIN – Councilman Patin thanked Director Bedar Warren for her quick action. Councilman Patin also acknowledged the presence of two Nicholls State University students who attended the meeting.

COUNCILMAN COOPER – Councilman Cooper thanked everyone in attendance. He thanked CAO Michelle Octave and Director Bedar Warren for sharing information regarding the insight to the operations of the parish. He also stated that he would have more questions in order to help him make the right decisions. Councilman Cooper attended a HELP meeting last night at the 5th district park concerning the industrial environmental issues raised by the residents. The Louisiana Environmental Action Network was there and provided a lot of information regarding emissions that are being released and asked the Council to take into consideration the effects and impact the industries are having on the community. He also stated that the 5th district has been deemed the industrial landmark and that he feels all industry should not be welcomed just because they are bring more tax dollars to the parish.. A lot of residents are concerned with long term health effects, such as cancer, asthma, etc., that effect the human body. He also stated that he hopes we can take into deep consideration along with the Planning Commission to base decisions not on the tax dollars that the industries provide but on the welfare of the residents.

VICE-CHAIRMAN BRASS – Vice-Chairman Brass commended Director Warren and Sue Won Narcisse and the entire Elderly and DHR staff for a job well done last Friday for the Annual Mardi Gras Ball for the senior citizens which he attended. Thanked Eric Deroche, Blaise Gravois, the Administration and Councilmen Cooper and Kraemer for attending a Recreations meeting to promote and improve recreation on the west bank. Follow up meeting are planned. Vice-Chairman Brass attended a drainage meeting along with Mr. Blaise Gravois, Councilman Kraemer, and with Dennis from the Engineering Firm that is preparing the study and they are in process of obtaining permits for the culverts under the railroad. The current draft only includes streets in North Vacherie from Simon Street to Highway 20 to back Vacherie. He will ask for a quote to include additional portions within the study from Simon Street to the St. John Parish line and Highway 20 to more along the line of Moonshine/Baytree area. The quote should be submitted soon with the cost estimate. Vice-Chairman again commended again the Small Business Task Force doing an excellent job moving forward with developing a relationship with our small businesses throughout the Parish. Vice-Chairman Brass wants to thank Mr. Spuddy for being highlighted as Small Business of the Month of January and participating in the program. Danielle's Dance Studio in Gramercy will be highlighted as Small Business of the Month for February. Vice-Chairman Brass also wishes congratulation to the high school football students who have signed to colleges. He is happy that some signed to local colleges. Chairman St. Pierre asked if the Small Business Program is only being communicated through Facebook. Vice-Chairman Brass states that is but will eventually be tied to the Parish Website. The Business participating in the program are being recognized and honored at the monthly Economic Development Board meetings.

COUNCILMAN KRAEMER – Councilman Kraemer asked for the status from Blaise Gravois of the items that need to be addressed for District 7. Blaise commented that the limestone for Ash Street will be placed by this

Friday. The culvert for Pool Street will be addressed by Friday, a culvert needs to be ordered. The pump station and guidelines on the pump station is currently being worked on right now and is in the process of having the supervisor prepare something in writing. Blaise also stated that the fence repair for the pump station will be done by Friday, he is meeting with Terrence tomorrow to address the issue. Councilman Kraemer asked Mr. Eric Deroche if the School Board is willing to work with the Council regarding Parish wide recreation. Mr. Deroche spoke with School Board President Mr. Nassar and he likes the vision and was going to contact with school board members when they had a meeting which was last Thursday and was to follow up within a week (tomorrow). Councilman Kraemer informed the council that the issue with Ash Street is that we are using part of Ash Street and we don't know if we have the right of way to be on Ash Street, we do know that according to Courthouse records that there is a Guidry Street that doesn't seem to exist but was designated for the right of way for those houses. Council Kraemer asked Dennis Hymel for a proposal to perform a survey to determine exactly where Ash Street falls and whose property is where to move forward with that issue. Mr. Blaise received the proposal today from Mr. Hymel with T Baker Smith and will get with Councilman Kraemer to decide on the scope and the layouts of the street and how to move forward. Councilman Kraemer said that they will need advice from Bruce Mohon with this situation. Councilman Kraemer wished to thank those who attended the DOTD Priority Meeting today, Mr. Blaise Gravois, Ms. Michelle Octave, Ms. D'laun Oubre, Mr. Gerald Falgoust and Mr. Ed Becnel, the input was well received and supported by Committee Chair Senator Cortez and Committee Members Senator Troy Brown and Representative Jerry Gisclair. We later met with DOTD Secretary Shawn William who expressed his support. Councilman Kraemer expressed appreciation to Parish President Roussel and the council for support of Bayou Chevreuil road and Highway 20 and placing it a #1 priority and we have a lot of support and it will move fairly quickly. Councilman Kraemer mentioned that the project could not have been achieved without help from three key people, Mr. Samuel Jude Reulet, Mr. Gerald Falgoust and Mr. Ed Becnel. He thanked them for volunteering their time and efforts and without them we would have not made it thus for. Thanked them for stepping up to the challenge to improve the Bayou Chevreuil substandard highway. Councilman Kraemer welcomed Linda Hubbell as the new Council Secretary and thanked Mrs. Hollie Zeringue and Mrs. Ashley Poche for filling the gap during the transition.

CHAIRMAN ST. PIERRE – Councilman St. Pierre thanked Mrs. Bedar Warren and her department for the Mardi Gras Ball and making it a great event. Chairman St. Pierre met with Mr. Eric Deroche, Mrs. Chantel Waguespack and Mrs. Ashely Poche along with Councilman Louque and Councilman Amato regarding Fire Department allocations. Thanked Michelle Octave for answering questions on speed bump policy. Thanked Blaise Gravois for the assisting with the limestone project and the school board/recreation department. While in Washington DC they did meet with every congressional delegate in the state. Spoke personally with Congressman Richmond and Congressman Graves and Senator Cassidy regarding different issues, such as obtaining Points of Contacts for CNN Railroad and Entergy. IT was a very positive trip for Economic Development. Thanked Mrs. Hollie Zeringue and Mrs. Ashley Poche for helping out during the transition and offered congratulations to Linda Hubbell for being hired as Council Secretary.

LEGAL ADVISOR – Legal Advisor Mohon informed the Council that the Petroplex Trial is ongoing at Federal Court in New Orleans.

ADJOURNMENT

After determining there was no additional business to come before the council, on a motion offered by Councilman Brass seconded by Councilman Kraemer and carried, the meeting adjourned at 7:35 p.m.

Linda Hubbell
Secretary