OFFICIAL PROCEEDINGS OF THE
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA
TAKEN AT A REGULAR MEETING HELD ON AUGUST 17, 2016

The Council of the Parish of St. James, State of Louisiana, met in regular session in the Council Chambers of the Parish Courthouse Annex in Vacherie, Louisiana, on Wednesday, August 17, 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; Timothy Roussel, Parish President; Chantal Waguespack, Director of Finance; Blaise Gravois, Director of Operations; Michelle Octave, Chief Administrative Officer; Bedar Warren, Director of Human Resources; Francis Hymel, Assistant Director of Emergency Preparedness; and Chuck Long, 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 Amato, the minutes of the August 3, 2016 council meeting were approved as distributed, and the reading of these minutes dispensed with.

On a motion offered by Councilman Louque and seconded by Councilman Brass, the minutes of the August 9, 2016 special meeting were approved as distributed, and the reading of these minutes dispensed with.

DISBURSEMENT REPORT

The Distribution Report for July 2016, totaling $1,543,960.36, was approved on a motion offered by Councilman Kraemer and seconded by Councilman Patin.

The Distribution Report for August 18, 2016, totaling $492,912.60, was approved on a motion offered by Councilman Louque and seconded by Councilman Kraemer.

PRESIDENT'S REPORT

President Roussel provided this report to the council.
Motiva's Convent refinery experienced a fire involving one of its heavy oil units on Thursday, August 11, 2016 at approximately 10:50 a.m. Motiva initiated its emergency response plan and deployed personnel to respond to the incident. No injuries were reported. DEQ performed air monitoring to confirm there was no community impact.

As we begin moving into the next phase of this backwater-flooding event, I wanted to let everyone know that I've received calls from Governor John Bel Edwards and Congressman Cedric Richmond. Both men have assured me that they will provide whatever available resources we may need throughout the duration of this event.

Evacuations/Shelters
There is no evacuation order issued for St. James Parish at this time and there are no shelters open at this time.

East Bank Waterways
All waterways on the east bank of St. James Parish are closed to recreational boat traffic until further notice because of rising water levels.

Road Closures
Airline Highway (U.S. 61) between La. Hwy. 641 and La. Hwy. 22 in Ascension Parish is closed because of high water along the highway.

- Businesses along Airline Highway between La. Hwy. 641 and La. Hwy. 3274 remain accessible from Airline Highway

La. Hwy. 641 is closed in both directions between I-10 and Airline Highway (U.S. Hwy. 61). The I-10 eastbound off-ramp and the I-10 westbound off-ramp to La. Hwy. 641 are also closed. These closures are necessary due to high water in the area and will remain in place until further notice.

King Avenue in Lutcher

Sandbagging Locations
Volunteers are needed at all locations to assist with sandbagging. So far, hundreds of volunteers have filled more than 100,000 sandbags.

Sandbagging will take place daily from 9 a.m. to 9 p.m. Sand and bags for sandbagging are available at the following locations:

East Bank Locations:

- Grand Point Fire Station
- Behind Creole House Restaurant in Grand Point

- Young's Kwik Stop in Convent
- Lutcher Recreation Park (Behind Lutcher Senior Center)
- Gramercy North Airline Highway Fire Station (Near St. James Nursery)

West Bank Locations:
- King View Street Fire Station
- South Vacherie Fire and Rescue Training Center (Near Health Unit)

Sand and bags are available at all locations. Residents are encouraged to bring your own shovel and bag your own sand. These locations will have sand and bags delivered regularly throughout the day.

Volunteers should go to all locations to assist with sandbagging and not gather at one location so that we can fill as many sandbags as possible.

Please note that St. James Parish Government does not have a contract with any vendors to deliver loads of sand to individual residences. Residents are personally responsible for all costs associated with having loads of sand delivered to their property.

Entergy
The Entergy substation in Gramercy has been protected with HESCO baskets and Entergy is monitoring the facility with two people on-site 24 hours a day.

Today, Entergy will complete a tie-in that will allow Convent & Lutcher to obtain power from the Gramercy substation as a precautionary measure.

Office Closures
All St. James Parish Government offices are **OPEN**.

State:
All state government offices in St. James Parish are closed.

Schools:
St. James Parish public schools are closed for students and personnel.
St. Peter Chanel Interparochial School is closed.

Important Information
I'm encouraging residents to use the following resources to obtain important information regarding our backwater flood prevention efforts.
- Website: www.stjamesla.com/information
- Facebook Page: facebook.com/stjamesla
- Both the website and Facebook are updated throughout the day.
- Emergency Hotline: (225) 562-2364
- Non-Emergency Dispatch: (225) 562-2200

Let me end my report with this, we have a lot of people putting in countless hours to prepare our residents for this backwater-flooding event.

I'm truly impressed by the way our residents have come together. Our parish employees are working hard. The administration meets daily with officials to coordinate our efforts.

We have crews from the Operations Department coordinating our sandbagging effort. DHR employees are making sure the other needs of the community are met. Our Emergency Preparedness staff is doing a great job communicating with other local and state agencies. And let's not forget the employees in our offices who are making sure that the business of parish government continues.

Many of our neighboring parishes have stepped up and provided tremendous support, resources and equipment. Parishes include St. John, St. Charles, St. Bernard, Lafourche and Terrebonne.

Our volunteer firefighters, first responders and law enforcement are out working hard to keep our community safe and providing additional support with logistics.

The students and staff from our local schools, colleges and universities are using their time off to fill sandbags.

Our local businesses, restaurants, industries and even some residents are providing food and other items for our volunteers and for those who may be impacted.

Hospitals from around the area are also providing supplies and taking care of the physical needs of our volunteers and residents.

And the list goes on, but I just wanted to give everyone an idea of the level of support we're receiving during this event. I'm not at all surprised by the way this parish always comes together to help a resident in need.

Thank You… May God Bless You and All of St. James Parish! Semper Fi!!!

PRESENTATIONS AND PUBLIC COMMENT - None

CORRESPONDENCE RECEIVED - None

APPOINTMENTS TO BOARDS AND COMMISSIONS

RESOLUTION 16-133, A RESOLUTION REAPPOINTING PAUL AUCOIN AS THE ECONOMIC DEVELOPMENT BOARD'S REPRESENTATIVE TO THE RIVER PARISHES TOURIST COMMISSION, was offered and moved for adoption by Councilman Amato. Councilman Louque offered a second, and the resolution was unanimously adopted.

OLD BUSINESS - None

NEW BUSINESS

PROPOSED ORDINANCE 16-14, AN ORDINANCE ADOPTING THE AMENDMENT TO THE ANNUAL BUDGET OF REVENUES AND EXPENDITURES FOR THE FISCAL YEAR JANUARY 1, 2016 TO DECEMBER 31, 2016, PARISH OF ST. JAMES, STATE OF LOUISIANA, was introduced on a motion offered by Councilman Amato and seconded by Councilman Louque. After a roll call vote showing all in favor, the introduction of the ordinance was accepted.

PROPOSED ORDINANCE 16-15, AN ORDINANCE SETTING AND ADOPTING THE ADJUSTED PROPERTY TAX MILLAGE FOR THE YEAR 2016 LEVIED ON ALL TAXABLE PROPERTY WITHIN THE PARISH OF ST. JAMES, STATE OF LOUISIANA, was introduced on a motion offered by Councilman Louque and seconded by Councilman Cooper. After a roll call vote showing all in favor, the introduction of the ordinance was accepted.

PROPOSED ORDINANCE 16-16, AN ORDINANCE SETTING AND DESIGNATING THE ADOPTED PROPERTY TAX MILLAGE RATES FOR THE YEAR 2016 LEVIED ON ALL TAXABLE PROPERTY WITHIN THE PARISH OF ST. JAMES, STATE OF LOUISIANA, was introduced on a motion offered by Councilman Kraemer and seconded by Councilman Patin. After a roll call vote showing all in favor, the introduction of the ordinance was accepted.

After President Roussel provided an explanation of this resolution and a lengthy discussion, this resolution will be amended to include the duration of the contract to three years and the Attorney General's bond fee schedule, **RESOLUTION 16-134, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH PRESIDENT TO ENTER INTO A CONTRACT WITH THE LAW FIRM OF FOLEY JUDALL, LLP TO PROVIDE LEGAL SERVICES IN REGARD TO BONDING, INDEBTEDNESS AND MILLAGE PROCEDURES,** was offered and moved for adoption by Councilman Kraemer. Councilman Brass offered a second. After a roll call vote showing all in favor, the resolution was unanimously adopted.

After an explanation by President Roussel and questions from the council members were answered, Chairman St. Pierre requested that this resolution, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH TO ENTER INTO A CONTRACT WITH THE LAW FIRM OF BUTLER SNOW, LLP TO PROVIDE LEGAL SERVICES IN REGARD TO THE ST. JAMES PARISH LAND USE PLAN AND THE LITIGATION OF THE ST. JAMES PARISH DISTRICT 5 MULTIPURPOSE BUILDING, be tabled until the next meeting to allow the Parish Administration time to gather information to include in this resolution. Councilman Cooper offered a motion to table the resolution with Councilman Brass offering a second. After a roll call vote showing all in favor, the resolution was tabled until the September 7, 2016 council meeting.

After an explanation by President Roussel and comments from Mr. Long, Chairman St. Pierre requested that this resolution, A RESOLUTION AUTHORIZING THE ST. JAMES PARISH TO ENTER INTO A CONTRACT WITH THE LAW FIRM OF JONES WALKER, LLP TO PROVIDE LEGAL SERVICES IN REGARD TO EMPLOYEE LABOR LAWS AND PERSONNEL CONCERNS AND PROCEDURES, be tabled until the next meeting to allow the Parish Administration time to incorporate the fee schedule and a three year duration of the contract into this resolution. Councilman Amato offered a motion to table the resolution with Councilman Kraemer offering a second. After a roll call vote showing all in favor, the resolution was tabled until the September 7, 2016 council meeting.

After President Roussel introduced this resolution, a lengthy discussion began with council members, Parish Administration and Mr. Long. Mr. Long provided clarification and advice on the Home Rule Charter regarding the payment of checks and warrants. This resolution, A RESOLUTION TO APPROVE DISBURSEMENT OF PAYROLL FOR THE AUGUST 25, 2016 AND SEPTEMBER 9, 2016 PAYROLL along with A RESOLUTION TO APPROVE DISBURSEMENT OF FUNDS TO PAY RECURRING BILLS, were withdrawn. A special meeting will be held on August 23, 2016 at 5:30 p.m. in the Council Chambers in Convent.

RESOLUTION TO APPROVE DISBURSEMENT OF FUNDS TO PAY PENDING CURRENT INVOICES AND PAYABLES, was introduced on a motion offered by Councilman Kraemer. Councilman Amato offered a second and the resolution was unanimously adopted.

COUNCILMEN'S REPORT

COUNCILMAN KRAEMER – Councilman Kraemer informed the council that Mr. Chad Vosburg, Area 61 District Manager will be working in our area and is available if assistance is needed. Councilman Kraemer stated that he has been in contact YCI regarding the donation of recreation equipment to the parish.

COUNCILMAN BRASS – Councilman Brass commended President Roussel, his staff and employees, along with the Sheriff's department and the volunteer fire departments for the excellent work coordinating the efforts in preparing for the flood waters approaching us. Councilman Brass thanked Mary Ellen Pratt and Jeremy Martin with

St. James Parish Hospital for working with him, Mrs. Octave and Kerry Jones with Entergy to get the West Bank Clinic added to the priority list for power restoration after a power outage. Councilman Brass requested from President Roussel to form a committee to work with the council to put together a list of minority owned firms that the parish can utilize.

COUNCILMAN COOPER –Councilman Cooper thanked Mr. Roussel and the Sheriff for collaborating efforts to help residents that may be affected by the flood. He also commended both Lutcher High and St. James High football teams for assisting with filling of sand bags. Councilman Cooper's questions regarding the vacancy in the finance department was answered by President Roussel. Councilman Cooper asked if the Parish has an environmental person to work with industries regarding environmental issues such as the fire at Motiva. President Roussel stated that LDEQ is the enforcement agency. Mr. Hymel stated that in these types of events, the initial offsite monitoring is conducted by the facility, then a third party company is contracted, depending on the magnitude of the situation, to perform fence line monitoring with LDEQ reviewing the findings. Councilman Cooper informed the council that he received a call from Pastor Pitt from Donaldsonville to say they are donating 1200 meals and will deliver them to the Grand Point fire station tomorrow.

COUNCILMAN PATIN –Councilman Patin asked President Roussel what can the residents on the east bank expect overnight due to the back water. President Roussel and Councilman Louque provide a report of the gauge readings.

COUNCILMAN LOUQUE –Councilman Louque thanked everyone who was involved with the preparation of back water flooding.

COUNCILMAN AMATO – Councilman Amato thanked everyone for the response at the Motiva fire and stated thankfully no one was injured. He also appreciates everyone's hard work preparing for the flood water protection. Councilman Amato sent his appreciation to Entergy for the work being done near First American Bank. He also thanked Mr. Long for his advice and attending tonight meeting.

BLAISE GRAVOIS – Mr. Gravois thanked everyone for their help with the flood preparation.

CHANTAL WAGUESPACK – Mrs. Waguespack reminded Chairman St. Pierre that the date and time for the Public Hearing needed to be announced for the proposed ordinances.

BEDAR WARREN – Mrs. Warren stated that DHR is in pre-disaster mode and is currently contacting the elderly residents to make sure everyone is safe.

FRANCIS HYMEL – Mr. Hymel had no comment.

At this time Councilman Cooper asked if there was any counseling set up for those residents who may be affected by the flood. Mrs. Warren stated a pre-assessment will be conducted to determine the needs.

MICHELLE OCTAVE – Mrs. Octave also thanked everyone for their efforts with flood preparation.

CHAIRMAN ST. PIERRE –Chairman St. Pierre thanked Mr. Long for his advice. Chairman St. Pierre also thanked everyone for their help with the flood preparation.

At this time the following ordinances, PROPOSED ORDINANCE 16-14, AN ORDINANCE ADOPTING THE AMENDMENT TO THE ANNUAL BUDGET OF REVENUES AND EXPENDITURES FOR THE FISCAL YEAR JANUARY 1, 2016 TO DECEMBER 31, 2016, PARISH OF ST. JAMES, STATE OF LOUISIANA,

PROPOSED ORDINANCE 16-15, AN ORDINANCE SETTING AND ADOPTING THE ADJUSTED PROPERTY TAX MILLAGE FOR THE YEAR 2016 LEVIED ON ALL TAXABLE PROPERTY WITHIN THE PARISH OF ST. JAMES, STATE OF LOUISIANA,

PROPOSED ORDINANCE 16-16, AN ORDINANCE SETTING AND DESIGNATING THE ADOPTED PROPERTY TAX MILLAGE RATES FOR THE YEAR 2016 LEVIED ON ALL TAXABLE PROPERTY WITHIN THE PARISH OF ST. JAMES, STATE OF LOUISIANA,
were ordered filed with the Secretary for public inspection and publication of Notice of Public Hearing, which was scheduled for 6:15 p.m., Wednesday, September 7, 2016, in the Council Chambers of the Parish Courthouse in Convent.

At this time Councilman Brass offered Ms. Pratt and Mr. Martin with St. James Parish Hospital to give an update with the hospital preparations. Ms. Pratt informed the council that they were receiving emails from around the stated offering assistance to St. James Parish. She stated the hospital has been diligently working to have extra supplies and a plan in place. She also stated that it is their commitment to be there for the community during and after the event.

ADJOURNMENT

After determining there was no additional business to come before the council, on a motion offered by Councilman Kraemer seconded by Councilman Brass and carried, the meeting adjourned at 8:16 p.m.

Linda Hubbell

Linda Hubbell
Secretary