OFFICIAL PROCEEDINGS OF THE
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA
TAKEN AT A REGULAR MEETING HELD ON AUGUST 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, August 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, and Chairman Alvin St. Pierre. Councilman Eddie Kraemer was absent.

Those also in attendance were: Linda Hubbell, Council Secretary; Timothy Roussel, Parish President; Chantal Waguespack, Director of Finance; Blaise Gravois, Director of Operations; Bedar Warren, Director of Human Resources; Eric Deroche, Director of Emergency Preparedness; Michelle Octave, Chief Administrative Officer; 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 Amato and seconded by Councilman Louque, the minutes of the July 20, 2016 council meeting were approved as distributed, and the reading of these minutes dispensed with.

PRESIDENT'S REPORT

1) Councilman Eddie Kraemer is unable to attend our meeting tonight due to family illness.
2) We received notification that Louis Dreyfus would close its packing facility for Imperial Sugar in Gramercy on September 30.
   I don't really know the makeup of the 49 jobs, but I would estimate a high majority if not all of them are from St. James Parish. Our administration is working closely with state officials to minimize the impact of this closure on all affected employees and their families.
   The Louisiana Workforce Commission's Rapid Response team has scheduled orientation sessions and re-employment workshops for all affected employees. In addition, affected employees are encouraged to visit the St. James Business and Career Solutions Center located at 2631 Highway 20 inside the Courthouse Annex in Vacherie.
   In an effort to all that is possible on our part, we will schedule a meeting with:
   - LED Sec Pierson
   - Sec Agriculture Strain
   - LA Workforce Commission
   - Mayor Steve Nosacka
   - Sheriff Willy Martin
   - Assessor Glenn Waguespack
   - Tommy Scott w/WIOA

   Louisiana Sugar Refining, LLC, which is a separate company located on the same site, will remain open and is not affected by the Louis Dreyfus announcement.
3) The request Councilman Amato made at our last meeting regarding a procedure to address property tax millage issues in the future has been assigned to Ms. Ashley Poche. As soon as we finalize the end product we will share with all of you.
4) On the Youth Detention Center building & grounds – The AG's Office called this past week and requested a copy of the original appraisal to complete the packet of information. We, again, will inform you as soon as we receive word from the AG with his final opinion.
5) I know that you all received an email from Linda Hubbell this morning regarding the State Bond Commission deadlines, however, I thought it would be important to verbalize it in this setting. It reads as follows: The Sec. of State proposition filing deadline for the March 25, 2017 election is December 14, 2016. Unfortunately that proposition deadline date occurs prior to the regularly scheduled December State Bond Commission meeting; therefore, proposition applications for the March 25, 2017 election will be heard at their November SBC meeting. In essence, entities desiring to be considered at the November 17, 2016 SBC meeting must have completed applications, inclusive of all required certified resolutions, filed and received by the State Bond Commission no later than the close of business on Monday, October 17, 2016.
6) We are actively working on a "Vehicle Use Policy" for all "take-home vehicles" used by parish employees in accordance with the Internal Revenue Service regulations. We are soon to roll it out and will be providing you a copy.
7) Our latest hiring update include the following:
   In the process of scheduling interviews for Accountant I in the Finance department; We received 19 applications.
   Raini Scioneaux has taken a part time Fitness Attendant position at the Fitness Center in Lutcher.

Ryan Larousse, a current employee at the Water Plant, has accepted a transfer to the Utilities Supervisor position.

8) As a reminder, DHR will be having a Youth Summit tomorrow, August 4th, 2016 to be held at New Zion Christian Center in Gramercy. We are inviting youngsters from ages 12 – 18. Topics of discussion will be on: Relationships, Education, Alcohol and Life. A flyer of the announcement is in your folder also.
9) LSU is partnering with GOHSEP and St. James Parish to conduct a survey on evacuation preparedness actions when threatened by a hurricane. Phone surveys will take place during August, September & October. Please refer to the flyer placed in your folders.
10) We came into work Monday morning and found that 2 & ½ of the 3 air conditions in the Convent Administration Building were broken. Parts should have arrived today & hopefully all A/c's will be up & running by tomorrow morning.
11) The District 4 building is right at a 74% completion and on schedule to be completed by November 1st.
12) The District 5 Building is still in litigation and in the deposition process.
13) The new chlorine room built recently was found to have a roof defect and we will have the contractor back in to do a replacement.
14) This coming weekend will be the State of Louisiana Sales Tax Holiday. Of course, it will not be as generous as in the past. Consumers will only receive a 2% break rather than the 3.5% break as in the past. **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

After President Roussel provided an explanation of this resolution and after a brief discussion by the council, Councilman Brass offered a motion to amend the resolution to add Councilmen Amato and Brass as alternate members to the River Region Caucus. Councilman Louque offered a second and all were in favor to amend this resolution: **RESOLUTION 16-122, A RESOLUTION APPOINTING MEMBERS TO THE RIVER REGION CAUCUS,** was offered and moved for adoption by Councilman Amato. Councilman Brass offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-123, A RESOLUTION APPOINTING BRAD POCHE AS A PARISH PRESIDENT'S REPRESENTATIVE TO THE ST. JAMES PARISH ECONOMIC DEVELOPMENT BOARD, was offered and moved for adoption by Councilman Louque. Councilman Amato offered a second, and the resolution was unanimously adopted.

OLD BUSINESS

Francis Hymel, Assistant Director of Emergency Preparedness provided the council with an update on the Acadian Ambulance contract negotiations. Councilman Amato shared highlights of a meeting with Ms. Mary Ellen Pratt of St. James Parish Hospital regarding the Acadian Ambulance contract.

NEW BUSINESS

Councilman Louque offered and move for adoption **RESOLUTION 16-124, A RESOLUTION CONGRATULATING THE 2015-2016 JAMIE'S DANCE DIMENSIONS DANCE COMPANY ON WINNING NUMEROUS AWARDS AND FOR HAVING A SUCCESSFUL SEASON,** after Councilman Louque read the achievements and awards won at the competition and the resolution was read aloud by Secretary Hubbell. The resolution was seconded by Councilman Patin and the resolution was unanimously adopted. A plaque was then presented to Jamie, staff, and the dance team members.

RESOLUTION 16-125, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO A CONTRACT WITH LOUISIANA DEPARTMENT OF NATURAL RESOURCES FOR THE ST. JAMES PARISH COASTAL ZONE MANAGEMENT PROGRAM, was offered and moved for adoption by Councilman Louque. Councilman Amato offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-126, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN AN AGREEMENT WITH THE LOUISIANA MUNICIPAL GAS AUTHORITY FOR LONG TERM GAS PURCHASES AS A RESULT OF A RATE SETTLEMENT BETWEEN LMGA AND GULF SOUTH, was offered and moved for adoption by Councilman Brass. Councilman Louque offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-127, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT'S OFFICE TO ADVERTISE AND RECEIVE BIDS FOR CONSTRUCTION OF AN INTERCONNECTING WATER LINE FROM THE ST. JAMES WATER TREATMENT PLANT IN CONVENT TO THE TOWNS OF GRAMERCY AND LUTCHER, LA, was offered and moved for adoption by Councilman Amato. Councilman Patin offered a second, and the resolution was unanimously adopted.

After President Roussel provided an explanation of this resolution and the need for an amendment and a brief discussion regarding the bid process requirements, Councilman Louque offered a motion to amend the resolution to add "upon approval of the Office of Community Development to award low bid". Councilman Patin offered a seconds and all were in favor to amend this resolution: **RESOLUTION 16-128, A RESOLUTION ACCEPTING THE BID OF VOLUTE, INC. FOR THE INSTALLATION OF A NEW SEWER COLLECTION LINE IN**

THE MOLAISON AREA OF SOUTH VACHERIE, was offered and moved for adoption by Councilman Amato. Councilman Patin offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-129, A RESOLUTION AUTHORIZING THE OFFICE OF THE PARISH PRESIDENT TO ADVERTISE AND RECEIVE BIDS FOR CONSTRUCTION OF A NEW RAW WATER INTAKE STATION AT THE EAST BANK WATER TREATMENT PLANT IN CONVENT, LA, was offered and moved for adoption by Councilman Louque. Councilman Cooper offered a second, and the resolution was unanimously adopted.

RESOLUTION 16-130, A RESOLUTION AUTHORIZING THE OFFICE OF THE PARISH PRESIDENT TO ADVERTISE AND ACCEPT BIDS FOR VARIOUS SIZE DRAINAGE PIPE, was offered and moved for adoption by Councilman Patin. Councilman Louque offered a second, and the resolution was unanimously adopted.

COUNCILMEN'S REPORT

COUNCILMAN AMATO – Councilman Amato recognized and thanked DJ Hymel with T Baker Smith who is working with the parish on the Lutcher pilot pump station project and is hoping for a draft analysis for August 27th. Councilman Amato requested the status of the 6 fire hydrants that were ordered for the Town of Lutcher. Mr. Gravois stated that they have been ordered and are awaiting delivery. Councilman Amato informed the council that the Town of Lutcher had their town council meeting last night and he updated them on the interconnecting water project.

COUNCILMAN LOUQUE – Councilman Louque had no comments.

COUNCILMAN PATIN –Councilman Patin thanked Mr. Gravois for assisting the elderly in his district and he wished the Bulldogs and Wildcats a great season.

COUNCILMAN COOPER –Councilman Cooper questioned if there was feedback on the emergency alarm system. President Roussel stated they reported on that earlier and Mr. Deroche gave an update of a meeting with IMG. They will allow the parish 1 activation per day for weather related events. Councilman Cooper thanked Mr. Gravois for the drainage ditch in the Baytree area. Councilman Cooper questioned the protocol for contractors to qualify as a vendor for the parish. President Roussel stated he will provide a copy of the procedure to Councilman Cooper. Councilman Cooper's questions regarding some of the payments on the invoice list were answered by President Roussel and Mrs. Waguespack.

COUNCILMAN BRASS –Councilman Brass verified with Mr. Gravois that there was indeed a mobile home fire today in the 6th district and asked if the parish provided service to the homeowners. Mr. Gravois stated that services were provided, Mr. Deroche provided additional details. Councilman Brass thanked Mr. Mickey and Mr. Brent from CSRS for their continued work on the Recreation Master Plan and reminded the Council that the names for the steering committee appointees be submitted by Wednesday. Councilman Brass provided details of a meeting with representatives from St. James Hospital to discuss immediate services after a hurricane or other emergency situations. Councilman Brass informed the council that he contacted Mr. Gravois and Mr. Jones with Entergy regarding rotting utility poles on Bank Lane and Armant Street. Councilman Brass requested a meeting with Parish Administration, Councilman Cooper and South Central Planning regarding the evacuation route project.

COUNCILMAN KRAEMER – Councilman Kraemer was absent.

BLAISE GRAVOIS – Mr. Gravois provided additional details to the resolution regarding the purchasing of culverts and also gave an explanation of the specifications/requirements of the bid process.

CHANTAL WAGUESPACK – Mrs. Waguespack reminded the council that the amended budgets for 2016 will be presented at the next council meeting. Mrs. Waguespack asked that any request/needs for the final Revised Budget for 2016 and the 2017 Original Budget be submitted by August 31, 2016.

BEDAR WARREN – Mrs. Warren reminded the council of the Youth Summit being held tomorrow at New Zion. She also informed the council that a flyer for the "Beat the Heat" campaign for registered seniors was placed in the packets.

ERIC DEROCHE – Mr. Deroche had no comment.

MICHELLE OCTAVE – Mrs. Octave informed the council that information was placed in the packets regarding statistics that were presented at the CAP meeting and also included information from the NACO conference. Mrs. Octave stated she spoke briefly with Sheriff Martin regarding drones regulations that were a topic at the NACO transportation committee meeting, further discussions are forth coming.

At this time Councilman Brass recognized Mr. Blaise Gravois and Mr. Ryan Donadieu for assisting him with the removal of a mobile home that had burnt a few months ago. He also thanked the operations crews for cleaning up debris today by the church in the rain.

LEGAL ADVISOR – Mr. Mohon had no comment.

CHAIRMAN ST. PIERRE –Chairman St. Pierre informed the council that the lights from Hwy 44 to the entrance to the bridge have been installed, stating this was a four year process. He also stated that he gave Mr. Elwyn Bocz the resolution to present to The Advocate. After a discussion, Chairman St. Pierre stated the process of payments of bills needs to be revisited.

ADJOURNMENT

After determining there was no additional business to come before the council, on a motion offered by Councilman Louque seconded by Councilman Cooper and carried, the meeting adjourned at 7:47p.m.

Linda Hubbell
Secretary