



St. Charles Parish

Meeting Agenda

Parish Council

Council Chairman Holly Fonseca
Councilmembers Michael A. Mobley, La Sandra D. Wilson,
Heather Skiba, Walter Pilié, Willie Comardelle, Michelle O'Daniels,
Bob Fisher, Michele deBruler

St. Charles Parish Courthouse
15045 Highway 18
P.O. Box 302
Hahnville, LA 70057
985-783-5000
www.stcharlesparish.gov

Monday, January 6, 2025

6:00 PM

Council Chambers, Courthouse

Final

CALL TO ORDER

PRAYER / PLEDGE

Pastor Charles Johnson, Sr.
Mount Zion Community Church, Boutte

APPROVAL OF MINUTES

Regular Meeting – December 16, 2024

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 [2024-0426](#) In Recognition: Councilman Bob Fisher, 2024 Council Chairman

Sponsors: Ms. Fonseca

Attachments: [2024-0426 Bob Fisher, Council Chairman](#)

2 [2024-0427](#) In Recognition: Councilwoman Holly Fonseca, 2024 Council Vice-Chairman

Sponsors: Mr. Pilié

Attachments: [2024-0427 Holly Fonseca, Vice Chairman](#)

3 [2024-0428](#) Proclamation: Martin Luther King, Jr. Day

Sponsors: Ms. Wilson

Attachments: [2024-0428 Martin Luther King, Jr. Day](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2024-0436](#) GIS (Geographic Information Systems)

Attachments: [2024-0436 GIS Update2025](#)

[2024-0437](#)

Parish President Remarks/Report

Sponsors:

Mr. Jewell

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, January 27, 2025, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 4 [2024-0441](#) An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 22-1-2, which approved a Professional Services Agreement with EJES Inc., to perform engineering services for Kinler and Paul Frederick Roadway and Drainage Improvements (Project No. P210704), in the not to exceed amount of \$547,877.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2024-0441 EJES, Inc. - Amendment - December 04, 2024 \(2\)](#)
 [2024-0441 EJES Resolution of Board of Directors 121224](#)

ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 11 [2024-0419](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with McKim & Creed, Inc., to perform engineering services for the Water System Modeling (Project No. WWKS 115), in the amount of \$253,278.00.

Sponsors: Mr. Jewell and Department of Waterworks

Attachments: [2024-0419 McKim & Creed - Professional Services Agreement - November 15,](#)
 [2024-0419 McKim & Creed - Corporate Resolution - November 15, 2024](#)

Legislative History

12/16/24	Parish President	Introduced
12/16/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 43 [2024-0420](#) An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the St. Charles Parish West Bank Spray Park (Project No. WBSP2112) and additional parking located at the Edward Dufresne Community Center, to decrease the contract amount by \$48,348.60 and increase the contract time 148 days.

Sponsors: Mr. Jewell and Department of Parks and Recreation

Attachments: [2024-0420 Final Change Order Spray Park](#)

Legislative History

12/16/24	Parish President	Introduced
12/16/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 54** [2024-0421](#) An ordinance approving and authorizing the execution of Amendment No. 3 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for Road Maintenance 2022-23 (Project No. P220501), in the amount of \$52,306.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2024-0421 DIGITAL ENGINEERING & IMAGING, INC. - Amendment - Decemb](#)
[2024-0421 DIGITAL ENGINEERING & IMAGING, INC. - Rate Sheet - Decembe](#)
[2024-0421 DIGITAL ENGINEERING & IMAGING, INC. - Corporate Resolution -](#)

Legislative History

12/16/24	Parish President	Introduced
12/16/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 64** [2024-0422](#) An ordinance approving and authorizing the execution of Change Order No. 2 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$328,314.80 and to increase the contract time by sixty (60) days.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2024-0422 Change Order](#)

Legislative History

12/16/24	Parish President	Introduced
12/16/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 74** [2024-0423](#) An ordinance of the Parish of St. Charles providing that the Code of Ordinances, Parish of St. Charles, be amended by revising Section 15-5, Motor Vehicles and Traffic, of said Code, to provide for the installation of “**NO OVERNIGHT PARKING**” signs on the south side of Carriage Lane from the property line dividing 98 and 96 Carriage Lane and along the entire length of Dunleith Court as it transitions from Dunleith Drive to the dead end at the Carriage Canal in Destrehan.

Sponsors: Mr. Pilié

Legislative History

12/16/24	Council Member(s)	Introduced
12/16/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 75 [2024-0424](#) An ordinance to approve a purchase and/or expropriate the heirs of a certain 20.776 acre parcel of property owned by Clyde J. Melancon, et al to St. Charles Parish located along the Southern side of the Hahn Street Extension, being partially adjacent to the Department of Public Works site at 166 Scorpio Street and the Hahnville Sewer Treatment Plant.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2024-0424 2024 12 16 Final Melancon Survey](#)

[2024-0424 2024 12 10 Appraisal-Melancon](#)

Legislative History

12/16/24	Parish President	Introduced
12/16/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 77 [2024-0425](#) An ordinance revoking a Special Permit Use for automobile sales in a C-2 zoning district on Lot 1, Autin Subdivision, 16830 Highway 90, Des Allemands.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Attachments: [2024-0425 RECOMMENDATIONS AT A GLANCE](#)

[2024-0425 Minutes](#)

[2024-0425 Staff Report \(12-5\)](#)

[2024-0425 AERIAL](#)

[2024-0425 ZONING](#)

[2024-0425 FLUM](#)

[2024-0425 Updated Site Plan](#)

[2024-0425 Inspection Report](#)

[2024-0425 Inspection Report](#)

[2024-0425 Photo Document](#)

[2024-0425 Complaint Email](#)

[2024-0425 Complaint Email 2](#)

[2024-0425 Complaint Email Chain](#)

[2024-0425 Staff Report](#)

[2024-0425 Application](#)

Legislative History

12/5/24	Department of Planning & Zoning	Received/Assigned PH
12/5/24	Department of Planning & Zoning	Recommended Approval to the Planning Commission
12/5/24	Planning Commission	Recommended Approval to the Parish Council
12/16/24	Parish President	Introduced

12/16/24

Parish Council

Publish/Scheduled for Public Hearing to the Parish Council

PERSONS TO ADDRESS THE COUNCIL

- 121 [2024-0438](#) Chief Matthew Allshouse: General update of Fire Dept., funding and personnel

Attachments: [2024-0438 Petition Allshouse](#)

RESOLUTIONS

- 123 [2024-0439](#) A resolution approving and authorizing the execution of a letter by St. Charles Parish approving Civil & Sports Design Engineering, LLC, as the assignee of Civil & Environmental Consulting Engineers, regarding the Multiphase Project Contract for engineering services with Civil & Environmental Consulting Engineers for the St. Charles Parish Dog Park project.

Sponsors: Mr. Jewell and Department of Legal Services

- 124 [2024-0440](#) A resolution approving and authorizing the execution of a letter by St. Charles Parish approving Civil & Sports Design Engineering, LLC, as the assignee of Civil & Environmental Consulting Engineers, regarding Ordinance No. 19-2-10, Professional Service Multi-Phase Project Contract with Civil & Environmental Consulting Engineers for providing all necessary professional engineering services for 1,270-foot road extension of the Rue La Cannes roadway (Parish Project No. P190102) and executed February 20, 2019; and Ordinance No. 24-7-14, Amendment No. 1 to Professional Services Agreement with Danny J. Hebert, P.E., LLC d.b.a. Civil & Environmental Consulting Engineers, to perform professional engineering services for the Deputy Jeff G. Watson Dr. Roadway Extension (Project No. P190102) formerly Rue La Cannes Road Extension executed July 31, 2024.

Sponsors: Mr. Jewell and Department of Legal Services

APPOINTMENTS

[2024-0429](#)

Council Ex-Officio Appointment to the St. Charles Parish Library Board of Control.

Council Chairman shall name a Councilmember to act as Ex-Officio Member to the St. Charles Parish Library Board of Control. The president of the police jury shall be ex officio, a member of the board of control for such public library, provided however that the president of the police jury shall have the right to designate another member of the governing authority of the parish to serve in his place and stead on the board of control of such public library. (R.S. 25:214). The Chairman of the Parish Council shall be ex officio, provided however that the Chairman of the Parish Council shall have the right to designate another member of the governing authority of the parish to serve in her place. One (1) year term to begin January 6, 2025 and expire January 5, 2026.

[2024-0430](#)

Council Ex-Officio Appointment to the St. Charles Parish Housing Authority.

Council Ex-Officio Appointment to the St. Charles Parish Housing Authority. One (1) year term to begin January 9, 2025 and expire January 9, 2026.

MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

MEETINGS

*HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 1/8/25, 2PM, Council Chambers
PLANNING & ZONING COMMISSION: Thursday, 1/9/25, 6PM, Council Chambers
COMMUNICATIONS DISTRICT (911): Monday, 1/13/25, 5PM, Council Chambers
BOARD OF ADJUSTMENT (ZBA): Thursday, 1/16/25, 6PM, Council Chambers
LIBRARY BOARD OF CONTROL: Tuesday, 1/21/25, 6PM, Council Chambers
ST. CHARLES PARISH COUNCIL: Monday, 1/27/25, 6PM, Council Chambers*

ANNOUNCEMENTS

PARISH HOLIDAY: Monday, January 20, 2025 - Martin Luther King, Jr. Day

****PLEASE NOTE THAT THERE WILL BE A THREE (3) WEEK LAPSE BETWEEN COUNCIL MEETINGS. THE NEXT REGULAR COUNCIL MEETING WILL BE HELD ON MONDAY, JANUARY 27, 2025.*

SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL

[2024-0431](#)

Appointment of Chairman to the Operations, Maintenance, and Construction Management Committee

Council Chairman shall name a Councilman to act as Chairman of the Operations, Maintenance, and Construction Management Committee [per Parish Council Rule 32]

[2024-0432](#)

Appointment of Chairman to the Legislative Committee

Council Chairman shall name a Councilman to act as Chairman of the Legislative Committee [per Parish Council Rule 32]

[2024-0433](#) Appointment of Chairman to the Contract/Finance and Administrative Committee

Council Chairman shall name a Councilman to act as Chairman of the Contract/Finance and Administrative Committee [per Parish Council Rule 32]

[2024-0434](#) Appointment of Chairman to the Special Projects/Public Safety, Health, and Environmental Committee

Council Chairman shall name a Councilman to act as Chairman of the Special Projects/Public Safety, Health, and Environmental Committee [per Parish Council Rule 32]

[2024-0435](#) Appointment of Chairman to the Hurricane Protection Projects Committee

Council Chairman shall name a Councilman to act as Chairman of the Hurricane Protection Projects Committee [per Parish Council Rule 32]

Accommodations for Disabled

St. Charles Parish will upon request and with three (3) days advanced notice provide reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact the Office of the Council Secretary at (985) 783-5000 to discuss the particular accommodations needed.