



# St. Charles Parish

## Meeting Agenda

### Parish Council

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

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

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**Monday, May 20, 2024**

**6:00 PM**

**Council Chambers, Courthouse**

**Final**

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### CALL TO ORDER

### PRAYER

*Reverend Marilyn Diggs*  
*Mount Zion Community Church, Boutte*

### PLEDGE

*Mr. Glen Duncan, APR*  
*Presentation of Official State Flag*

### APPROVAL OF MINUTES

*Regular Meeting – May 6, 2024*

### SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 [2024-0174](#) Proclamation: "Gospel Musical Festival Weekend"

**Sponsors:** Mr. Comardelle

**Attachments:** [2024-0174 Gospel Musical Festival Weekend](#)

### REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2024-0175](#) Communications District (911)

**Attachments:** [2024-0175 2024 Presentation for Parish Council](#)

[2024-0176](#) Library Board of Control

[2024-0177](#) Parish President Remarks/Report

**Sponsors:** Mr. Jewell

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

### Monday, June 3, 2024, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 2     [2024-0181](#)     An ordinance to provide for the installation of “**ALL-WAY STOP**” signs at the intersection of Ellington Avenue and 3rd Street, in Ellington Addition to the Town of Luling, Being a Subdivision of a Portion of Ellington Plantation.

**Sponsors:**     Ms. Skiba

- 3     [2024-0182](#)     An ordinance approving an Act of Amendment changing the name of the subdivision dedicated as Heather Oaks Phase 2 to The Reserve at Heather Oaks.

**Sponsors:**     Mr. Jewell and Department of Planning & Zoning

**Attachments:**     [2024-0182 Act of Amendment](#)  
                                   [2024-0182 Signed-Amended Final Plat](#)

- 8     [2024-0183](#)     An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the Rathborne Park Development Restroom Facility (Project No. RECRR2023), to increase the contract time by 32 days.

**Sponsors:**     Mr. Jewell and Department of Parks and Recreation

**Attachments:**     [2024-0183 Change Order\\_Rathborne](#)

## ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 17    [2024-0165](#)     An ordinance to provide for the installation of “**ALL-WAY STOP**” signs at the intersection of Cove Pointe Drive and Cove Glen Lane, in Ashton Plantation Subdivision in Luling.

**Sponsors:**     Ms. deBruler

**Legislative History**

5/6/24	Council Member(s)	Introduced
5/6/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 18**    [2024-0166](#)    An ordinance to approve a purchase and/or expropriate a 10,275 square foot perpetual drainage servitude designated as P-100 and a 1,432 square foot temporary construction servitude designated as T-100 over property owned by Cristina & Lauricella, Inc., for the Montz Pump Station and Drainage Modification Project.
- Sponsors:**    Mr. Jewell and Department of Public Works
- Attachments:**    [2024-0166 Survey - Cristina & Lauricella Berm Ditch Servitude P-100 T-100](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 20**    [2024-0167](#)    An ordinance approving and authorizing the execution of a Professional Services Agreement with Royal Engineers & Consultants, LLC, to create the St. Charles Parish Coastal Restoration Strategy (Parish Project No. N/A), in the not to exceed amount of \$250,000.00.
- Sponsors:**    Mr. Jewell and Department of Planning & Zoning
- Attachments:**    [2024-0167 04 18 Agreement Royal Engineering Coastal Program Strategy](#)  
[2024-0167 Corporate Resolution 4.25.24](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 42**    [2024-0168](#)    An ordinance approving and authorizing the execution of a Professional Services Agreement with DRC Emergency Services, LLC and Lemoine Disaster Recovery, L.L.C. for Disaster Recovery Services for St. Charles Parish.
- Sponsors:**    Mr. Jewell
- Attachments:**    [2024-0168 DRC Disaster Recovery Services Contract 2024-2027](#)  
[2024-0168 Signing Authority DRC](#)  
[2024-0168 LEMOINE Disaster Recovery Services Contract 2024-2027](#)  
[2024-0168 COA Lemoine Disaster Recovery LLC](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |

- 322** [2024-0169](#) An ordinance approving and authorizing the execution of Change Order No. 2 (Final) for the West Bank Bridge Park Improvements, Phase I, (Project No. RECWB122) to increase the contract time by 11 days.
- Sponsors:** Mr. Jewell and Department of Parks and Recreation
- Attachments:** [2024-0169 Change Order No. 2 Phase I](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 332** [2024-0170](#) An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the West Bank Bridge Park Improvements, Phase I Lighting, (Project No. RECWB122), to increase the contract time by 12 days.
- Sponsors:** Mr. Jewell and Department of Parks and Recreation
- Attachments:** [2024-0170 Change Order No. 1 Phase I Lighting](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 335** [2024-0171](#) An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the West Bank Bridge Park Tennis and Pickleball Courts (Project No. RECWB122) to increase the contract time by 106 days.
- Sponsors:** Mr. Jewell and Department of Parks and Recreation
- Attachments:** [2024-0171 Change Order No. 1 Tennis Pickleball](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 338** [2024-0172](#) An ordinance approving and authorizing the execution of a Cooperative Endeavor Agreement with the St. Charles Parish Law Enforcement District and St. Charles Parish to remove and replace the New Sarpy Substation with a new facility which will be located on the same property.
- Sponsors:** Mr. Jewell
- Attachments:** [2024-0172 COOPERATIVE ENDEAVOR AGREEMENT](#)
- Legislative History**
- |        |                  |  |
|--------|------------------|--|
| 5/6/24 | Parish President | Introduced   |
| 5/6/24 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |

- 341 [2024-0173](#) An ordinance to amend the 2023 Consolidated Operating and Capital Budget to adjust Beginning Fund Balances to Actuals and to adjust Revenues and Expenditures in various funds.

**Sponsors:** Mr. Jewell and Department of Finance

**Attachments:** [2024-0173 2023 FINAL AMENDMENT -Final to Council 5.01.2024 - Exhibit A & 2024-0173 2023 FINAL BUDGET AMENDMENT -Final 05.01.2024](#)

**Legislative History**

5/6/24	Parish President	Introduced
5/6/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

## PERSONS TO ADDRESS THE COUNCIL

- 344 [2024-0185](#) Mr. Paul J. Hogan, P.E.: Des Allemands Phase I Bulkhead Project

**Attachments:** [2024-0185 Hogan\\_\\_Petition to Address the Council\\_\\_5.20.2024](#)

## APPOINTMENTS

- 345 [2024-0147](#) A resolution appointing a member to the Hospital Service District No. 1, Parish of St. Charles.

*Council will confirm nomination to the Hospital Service District No. 1, Parish of St. Charles to fill the vacancy created by the expiration of the term of Mr. James "Jake" Lemmon. Six (6) year term to begin May 22, 2024 and expire May 22, 2030.*

*Nominee: Mr. James "Jake" Lemmon*

**Legislative History**

5/7/18	Parish Council	Enacted Legislation Mr. James "Jake" Lemmon appointed to the St. Charles Parish Hospital Service District Board of Commissioners on May 7, 2018, per Resolution No. 6341 Term: May 22, 2018 - May 22, 2024
4/15/24	Parish Council	Vacancy Announced
5/6/24	Parish Council	Nomination(s) Accepted Nominee: Councilwoman Fonseca nominated Mr. James "Jake" Lemmon
5/6/24	Parish Council	Close Nomination(s) for
5/6/24	Parish Council	Nomination(s) Closed

- 349** [2024-0148](#) A resolution appointing a member to the Hospital Service District No. 1, Parish of St. Charles.

*Council will confirm nomination to the Hospital Service District No. 1, Parish of St. Charles to fill the vacancy created by the expiration of the term of Mr. Timothy J. Vial. Six (6) year term to begin May 22, 2024 and expire May 22, 2030.*

*Nominee: Mr. Timothy J. Vial*

**Legislative History**

5/7/18	Parish Council	Enacted Legislation Mr. Timothy J. Vial appointed to the St. Charles Parish Hospital Service District Board of Commissioners on May 7, 2018, per Resolution No. 6342 Term: May 22, 2018 - May 22, 2024
4/15/24	Parish Council	Vacancy Announced
5/6/24	Parish Council	Nomination(s) Accepted Nominee: Councilwoman Fonseca nominated Mr. Timothy J. Vial
5/6/24	Parish Council	Close Nomination(s) for
5/6/24	Parish Council	Nomination(s) Closed

- 353** [2024-0149](#) A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District IV Representative.

*Council will confirm nomination to the St. Charles Parish Planning & Zoning Commission from the District IV Councilmember to fill the vacancy created by the expiration of the term of Mr. Jack Keen. Four (4) year term to begin May 31, 2024 and expire May 31, 2028.*

*Nominee: Mr. Jack Keen*

**Legislative History**

5/18/20	Parish Council	Enacted Legislation Mr. Jack Keen appointed to the St. Charles Parish Planning & Zoning Commission as the District IV Representative on May 18, 2020, per Resolution No. 6499 Term: May 31, 2020 - May 31, 2024
4/15/24	Parish Council	Vacancy Announced
5/6/24	Parish Council	Nomination(s) Accepted Nominee: Councilman Comardelle nominated Mr. Jack Keen
5/6/24	Parish Council	Close Nomination(s) for
5/6/24	Parish Council	Nomination(s) Closed

- 357** [2024-0150](#) A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District VI Representative.

*Council will confirm nomination to the St. Charles Parish Planning & Zoning Commission from the District VI Councilmember to fill the vacancy created by the expiration of the term of Mr. Carmine Frangella. Four (4) year term to begin May 31, 2024 and expire May 31, 2028.*

*Nominee: Mr. Carmine Frangella*

**Legislative History**

5/18/20	Parish Council	Enacted Legislation
	Mr. Carmine Frangella appointed to the St. Charles Parish Planning & Zoning Commission as the District VI Representative on May 18, 2020, per Resolution No. 6500	
	Term: May 31, 2020 - May 31, 2024	
4/15/24	Parish Council	Vacancy Announced
5/6/24	Parish Council	Nomination(s) Accepted
	Nominee: Councilman Fisher nominated Mr. Carmine Frangella	
5/6/24	Parish Council	Close Nomination(s) for
5/6/24	Parish Council	Nomination(s) Closed

- 361** [2024-0178](#) Accept resignation of Mrs. Amanda Pertuis - St. Charles Parish Communications District representing the St. Charles Parish Sheriff's Office.

**Attachments:** [2024-0178 A Pertuis No longer able to serve board 5-8-24](#)

**Legislative History**

7/31/23	Parish Council	Enacted Legislation
	Mrs. Amanda Pertuis, appointed to the St. Charles Parish Communications District representing the St. Charles Parish Sheriffs Office on July 31, 2023, per Resolution No. 6712	
	Term: August 19, 2023 - August 19, 2027	
3/12/24	Board Member	Resigned
	On May 8, 2024, correspondence received from Mrs. Amanda Pertuis, dated May 8, 2024, notifying the Parish Council of her resignation. Resignation effective March 12, 2024.	

- 362 [2024-0179](#) A resolution appointing a member to the St. Charles Parish Communications District representing the St. Charles Parish Sheriff's Office.

**Attachments:** [2024-0179 Correspondence letter](#)

*Council will confirm nomination of Mr. Mikel Melton to the St. Charles Parish Communications District representing the St. Charles Parish Sheriff's Office. Unexpired term to begin immediately and expire August 19, 2027.*

**Legislative History**

7/31/23	Parish Council	Enacted Legislation
	Mrs. Amanda Pertuis appointed to the St. Charles Parish Communications District representing the St. Charles Parish Sheriff's Office on July 31, 2023, per Resolution No. 6712 Term: August 19, 2023 - August 19, 2027	
5/3/24	Council Secretary	Correspondence Received
	from Sheriff Champagne advising that Mr. Mikel Melton, will be replacing Mrs. Amanda Pertuis in representing the Sheriff's Office on the St. Charles Parish Communications District.	

- [2024-0180](#) A resolution appointing an Ad-Hoc member, with a health professional background, to the Board of Directors for the Arc of St. Charles.

*On Monday, June 3, 2024, Council Chairman will accept nominations to the Board of Directors of the Arc of St. Charles, Ad Hoc member with a health professional background to fill the vacancy caused by the expiration of the term of Dr. Jeffrey S. Kuo, M.D.. Two (2) year term to begin July 1, 2024 and expire June 30, 2026. [Dr. Kuo has served two consecutive terms and cannot be re-appointed according to Arc of St. Charles By-Laws; however, on May 13, 2024, the Arc Board Members approved for any 2023-2024 Board Members whose term of office is due to expire June 30, 2024, be extended for up to one, additional two (2) year term.]*

**Legislative History**

6/20/22	Parish Council	Enacted Legislation
	Dr. Jeffrey S. Kuo, M.D. appointed to the Board of Directors of the Arc of St. Charles, Ad-Hoc member with a health professional background, on June 20, 2022, per Resolution No. 6646 Term: July 1, 2022 - June 30, 2024	
5/14/24	Parish Council	Correspondence Received
	from Mr. Dale Seal, Secretary, Arc of St. Charles Board of Directors, the Board approved a motion by all of the voting Arc Board Members present at the May 13, 2024 meeting, regarding Dr. Jeffrey Kuo, whose term of office is due to expire June 30, 2024, term has been extended for up to one additional two (2) year term, beginning July 1, 2024 through June 30, 2026.	



**MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.****MEETINGS**

*LIBRARY BOARD OF CONTROL: Tuesday, 5/21/24, 6PM, Council Chambers*

*HOUSING AUTHORITY: Tuesday, 5/28/24, 6PM, Council Chambers*

*HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 5/29/24, 2PM, Council Chambers*

*ST. CHARLES PARISH COUNCIL: Monday, 6/3/24, 6PM, Council Chambers*

**ANNOUNCEMENTS**

*PARISH HOLIDAY: Monday, 5/27/24 – Memorial Day*

**SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL**

- 364 [2024-0184](#) Official Journal Appointment - Authorize Advertisement for Acceptance of Proposals

**Attachments:** [2024-0184 for Agenda Official Journal Selection Process.2024](#)

[RS 43 141 - 43 149 Official Journal](#)

**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.**