



St. Charles Parish

Meeting Minutes

Parish Council

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

Final

Council Chairman Dick Gibbs
Councilmembers Bobby Donaldson, Holly Fonseca,
La Sandra Darensbourg Gordon, Mary K. Clulee, Nicky Dufrene,
Marilyn B. Bellock, Bob Fisher, Julia Fisher-Perrier

Monday, November 16, 2020

6:00 PM

Council Chambers, Courthouse

Regular Meeting / Budget Hearing

ATTENDANCE

Present 8 - Bobby Donaldson, Holly Fonseca, La Sandra Darensbourg Gordon, Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock, and Julia Fisher-Perrier

Absent 1 - Bob Fisher

Also Present

Parish President Matthew Jewell, Executive Assistant Rechell Champagne, Legal Services Director Corey Oubre, Legal Services Assistant Director Robert Raymond, Chief Administrative Officer Mike Palamone, Deputy Chief Administrative Officer Billy Raymond, Chief Operations Officer Darrin Duhe, Executive Director of Technology and Cybersecurity Anthony Ayo, Director of Communications Samantha de Castro, Finance Director Grant Dussom, Emergency Preparedness Director Joe Ganote, Public Works/Wastewater Director Miles Bingham, Wastewater Assistant Director David deGeneres, Senior Projects Manager Sam Scholle, Planning & Zoning Director Michael Albert, Grants Officer Stephanie Bruning, Community Services Director Joan Tonglet Diaz, Economic Development & Tourism Director Corey Faucheux, Parks and Recreation Director Duane Foret, Animal Control Officer Jena Troxler, Risk Management Officer Monique Granier, Dayna Parker, Personnel Officer, R.S.V.P. Director Jeanne Arabie, General Government Buildings Facilities Manager Bob Messerly, WIOA Director Tommy Scott, Luis Martinez, GIS Specialist, Justin Robert, Public Information Office, Parks and Recreation Assistant Director Anedra Coleman, Procurement Officer David Ferraro, Jason Tastet, Emergency Preparedness Department, Peter Torsch, Community Health Center/Access Health, Barry Minnich, Coroner's Office, Rickey Robert, Jr., Waterworks Department, Jessica Naquin, Waterworks Department, Fen Swann, District Public Defender

CALL TO ORDER

PRAYER / PLEDGE

Reverend Ivy Williams
Historic Bethlehem Baptist Church, Hahnville

APPROVAL OF MINUTES

A motion was made by Councilmember Bellock, seconded by Councilmember Donaldson, to approve the minutes from the regular meeting of October 19, 2020. The motion carried by the following vote:

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

[2020-0319](#)

Proclamation: "United Way Support Day"

Sponsors: Mr. Jewell

Read

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2020-0320](#)

Public Service Commission

Public Service Commissioner Eric Skrmetta

Parish President Matthew Jewell spoke on the matter.

Mr. Skrmetta spoke on the matter.

Councilwoman Clulee spoke on the matter.

Reported

[2020-0321](#)

Hospital Service District

Mr. Stephen Robinson, CEO Ochsner Medical Center, Kenner

Councilwoman Clulee spoke on the matter.

Mr. Robinson spoke on the matter.

Reported

[2020-0322](#)

Parish President Remarks/Report

Sponsors: Mr. Jewell

Reported

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN GIBBS AUTHORIZED THAT THE ORDINANCES, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, ARE TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING TO BE HELD ON MONDAY, DECEMBER 7, 2020, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[2020-0182](#)

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 6 Buildings and Building Regulations, Article II, Section 6-14. Permit Application, to require a Traffic Impact Analysis as part of the permitting process for new development.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

[2020-0183](#)

An ordinance to amend the St. Charles Parish Code of Ordinances, Appendix C. St. Charles Parish Subdivision Regulations of 1981, Section II. Subdivision procedure, C. Minor Resubdivisions, 2. Reserved, and Section II. Subdivision procedure, E. Preliminary Plat Requirements, 3. Preliminary Plat/Additional Submission Requirements, and Section IV. Design standards, to establish a process for analyzing the impact of traffic generated by new development.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

[2020-0244](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, as amended, Section XV.D to require rezoning requests to meet a minimum of two (2) rezoning guidelines and criteria in order to receive a recommendation for approval from Planning Staff and also to clarify the language; and to amend Section XV.E to eliminate a typographical error.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

[2020-0315](#)

An ordinance approving and authorizing the execution of an Act of Dedication for Esperanza Business Park Phase 2, Luling.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

[2020-0316](#)

An ordinance to amend the St. Charles Parish Subdivision Regulations of 1981 to amend the major subdivision process to require partial infrastructure review as part of the Preliminary Plat phase, and amend the Construction Plan Approval process.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

[2020-0317](#)

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 25 - Stormwater Management and Erosion and Sedimentation Control, Article IV, Section 25-52. - Post construction stormwater standards and requirements, paragraph (b)(2) to provide downstream overbank flood and property protection for a 25-year, 24-hour storm event.

Sponsors: Mr. Jewell and Department of Public Works/Wastewater

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

[2020-0318](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from C-3 to R-1A(M) on a 7,840 square foot area consisting of Lots 26, 27, and 28, St. Rose Gardens, 716 St. Rose Avenue, St. Rose, as requested by Stephen Aucoin.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on December 7, 2020

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

[2020-0153](#)

An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2021.

Sponsors: Mr. Jewell and Department of Finance

Reported:

Finance Department Recommended: Approval

Public Hearing Requirements Satisfied

Enactment No: 20-11-5

Agencies & Boards:

St. Charles Community Health Center - Reported - Council Discussion
Mr. Peter Torsh, St. Charles Community Health Center/Access Health spoke on the matter.

Public Hearing Requirements Satisfied

Councilwoman Clulee motioned, seconded by Councilman Donaldson, to allow Mr. Fenwick Swann, District Public Defender to address the parish council regarding funding the budget for the Public Defender's Office. Motion carried 8 yeas, Councilman Fisher absent.

Mr. Fenwick Swann, District Public Defender, spoke on the matter.

Council Discussion

Finance Director Grant Dussom spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Councilwoman Clulee motioned to send this item to the Contract/Finance and Administrative Committee.

Further Council Discussion

Mr. Swann spoke on the matter.

Councilwoman Clulee motioned, seconded by Councilwoman Darenbourg Gordon to send the Public Defender's Office funding to the Contract/Finance and Administrative Committee. Motion carried 7 yeas, Councilman Dufrene voting nay, Councilman Fisher absent.

Councilwoman Fonseca spoke in reference to resurfacing the community center floor and thanked Parks and Recreation Assistant Director Anedra Coleman for securing quotes during the hurricane events.

AMENDMENT NO. 16 - Enterprise Funds - Wastewater

Councilwoman Bellock motioned, seconded by Councilwoman Clulee, to amend the proposed budget to transfer \$100,000.00 from the General Fund to Fund 401 - Wastewater - Capital Outlay - Improvements other than Buildings for St. Rose Sewer Force Main. Motion carried 8 yeas, Councilman Fisher absent.

AMENDMENT NO. 17 - Special Revenue Funds - Recreation

Councilman Donaldson motioned, seconded by Councilman Dufrene, to amend the proposed budget to add \$60,000.00 to Fund 113 - Recreation - Capital Outlay - Improvements other than Buildings for Montz Park Improvements - Paving. Motion carried 8 yeas, Councilman Fisher absent.

AMENDMENT NO. 18 - Special Revenue Funds - Road Lighting District #1

Councilman Donaldson motioned, seconded by Councilwoman Clulee, to amend the proposed budget to add \$50,000.00 to Fund 105 - Road Lighting District #1 - Capital Outlay - Improvements other than Buildings for Montz Park Lighting. Motion carried 8 yeas, Councilman Fisher absent.

Further Council Discussion

Parish President Matthew Jewell spoke on the matter.

Mr. Barry Minnich, Coroner's Office, representing Dr. Brian Brogle, spoke on the matter.

AMENDMENT NO. 19 - General Fund - Coroner

Councilwoman Fisher-Perrier motioned, seconded by Councilwoman Fonseca, to amend the proposed budget to add \$15,000.00 under Account 001-430160 - Coroner - Capital Outlay - Major Repairs for retro fit of the Mobile Morgue Trailer. Motion carried 8 yeas, Councilman Fisher absent.

Public Hearing Requirements Satisfied

RECAP OF AMENDMENTS

[2020-0153](#)

An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2021.

Sponsors: Mr. Jewell and Department of Finance

AMENDMENT NO. 16 - Enterprise Funds - Wastewater

Councilwoman Bellock motioned, seconded by Councilwoman Clulee, to amend the proposed budget to transfer \$100,000.00 from the General Fund to Fund 401 - Wastewater - Capital Outlay - Improvements other than Buildings for St. Rose Sewer Force Main. Motion carried 8 yeas, Councilman Fisher absent.

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AMENDMENT NO. 18 - Special Revenue Funds - Road Lighting District #1

Councilman Donaldson motioned, seconded by Councilwoman Clulee, to amend the proposed budget to add \$50,000.00 to Fund 105 - Road Lighting District #1 - Capital Outlay - Improvements other than Buildings for Montz Park Lighting. Motion carried 8 yeas, Councilman Fisher absent.

AMENDMENT NO. 19 - General Fund - Coroner

Councilwoman Fisher-Perrier motioned, seconded by Councilwoman Fonseca, to amend the proposed budget to add \$15,000.00 under Account 001-430160 - Coroner - Capital Outlay - Major Repairs for retro fit of the Mobile Morgue Trailer. Motion carried 8 yeas, Councilman Fisher absent.

Amendments Recorded

Enactment No: 20-11-5

VOTE ON THE PROPOSED ORDINANCE AS AMENDED

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Enactment No: 20-11-5

[2020-0313](#)

An ordinance approving and authorizing the execution of Change Order No. 1 for Parish Project No. P081102-9, Dunleith Canal Bank Stabilization - Phase 8, to balance the contract quantities with actual quantities resulting in a decrease of \$57,075.00 in contract price and an increase in the contract time by 97 days.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Public Works Department Recommended: Approval

Public Hearing Requirements Satisfied

Enactment No: 20-11-6

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Enactment No: 20-11-6

RESOLUTIONS

[2020-0323](#)

A resolution to enact a Sales Tax Holiday in St. Charles Parish on November 20, 2020, and November 21, 2020.

Sponsors: Mr. Gibbs

Reported:

Councilman Gibbs Recommended: Approval

Public comment opened; no public comment

VOTE ON THE PROPOSED RESOLUTION

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Enactment No: 6521

[2020-0324](#)

A resolution to approve and authorize the execution of an Intergovernmental Agreement between the State of Louisiana through the Coastal Protection and Restoration Authority Board and St. Charles Parish Government regarding the construction of the Kellogg Pump Station T-Wall (BA-0244) project in Luling.

Sponsors: Mr. Jewell, Grants Office, Mr. Donaldson, Ms. Fonseca, Ms. Darensbourg Gordon, Ms. Clulee, Ms. Bellock, Mr. Fisher and Ms. Fisher-Perrier

Reported:

Grants Office Recommended: Approval
Councilman Donaldson Recommended: Approval
Councilwoman Fonseca Recommended: Approval
Councilwoman Darensbourg Gordon Recommended: Approval
Councilwoman Clulee Recommended: Approval
Councilwoman Bellock Recommended: Approval
Councilman Fisher Recommended: Approval
Councilwoman Fisher-Perrier Recommended: Approval
Grants Officer Stephanie Bruning spoke on the matter.

Public comment opened; no public comment

Council Discussion
Ms. Bruning spoke on the matter.

VOTE ON THE PROPOSED RESOLUTION

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Enactment No: 6522

APPOINTMENTS

[2020-0293](#)

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District I Representative.

Nominee:

Councilwoman Darensbourg Gordon nominated Ms. Olivia Tate

Nomination(s) Accepted

A motion was made by Councilmember Fisher-Perrier, seconded by Councilmember Donaldson, to Close Nomination(s) for File No. 2020-0293. The motion carried by the following vote:

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Nomination(s) Closed

[2020-0294](#)

A resolution appointing Mr. Webb Jay to the St. Charles Parish Board of Adjustment as the District III Representative.

VOTE ON THE APPOINTMENT OF MR. WEBB JAY

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Enactment No: 6523

[2020-0295](#)

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District VII Representative.

Deferred

[2020-0325](#)

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

Vacancy Announced

SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL

[2020-0326](#)

Review 2021 Parish Council Meeting Schedule [Adopt December 7, 2020]

Councilwoman Fisher-Perrier spoke on the matter.

Review

[2020-0327](#)

Accept Nominations - Presiding Officer for 2021; Chairman, St. Charles Parish Council [Confirm December 7, 2020]

Nominee:

Councilwoman Fisher-Perrier nominated Councilwoman Marilyn B. Bellock as Chairman

Nomination(s) Accepted

A motion was made by Councilmember Fisher-Perrier, seconded by Councilmember Darensbourg Gordon, to Close Nomination(s) for File No. 2020-0327. The motion carried by the following vote:

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Nomination(s) Closed

[2020-0328](#)

Accept Nominations - Presiding Officer for 2021; Vice-Chairman, St. Charles Parish Council [Confirm December 7, 2020]

Nominee:

Councilwoman Fonseca nominated Councilman Bob Fisher as Vice-Chairman

Nomination(s) Accepted

A motion was made by Councilmember Fonseca, seconded by Councilmember Dufrene, to Close Nomination(s) for File No. 2020-0328. The motion carried by the following vote:

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

Nomination(s) Closed

ADJOURNMENT

A motion was made by Councilmember Dufrene, seconded by Councilmember Darensbourg Gordon, to adjourn the meeting at approximately 7:41 pm. The motion carried by the following vote:

Yea: 8 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher-Perrier

Nay: 0

Absent: 1 - Fisher

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

**Michelle Impastato
Council Secretary**