



# 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](http://www.stcharlesparish-la.gov)

### Budget - Final

**Council Chairman Dick Gibbs**

**Councilmembers Bobby Donaldson, Holly Fonseca,  
La Sandra Darenbourg Gordon, Mary K. Clulee, Nicky Dufrene,  
Marilyn B. Bellock, Bob Fisher, Julia Fisher-Perrier**

**Tuesday, October 27, 2020**

**9:00 AM**

**Council Chambers, Courthouse**

### Budget Hearing

### ATTENDANCE

**Present** 7 - Bobby Donaldson, Holly Fonseca, La Sandra Darenbourg Gordon, Mary K. Clulee, Dick Gibbs, Bob Fisher, and Julia Fisher-Perrier  
**Absent** 2 - Nicky Dufrene, and Marilyn B. Bellock

### 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, Chief Operations Officer Darrin Duhe, Executive Director of Technology and Cybersecurity Anthony Ayo, Director of Communications/Public Information Officer 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, Earl Matherne, Planning Administrator, Grants Officer Stephanie Bruning, Waterworks Director Robbie Brou, Community Services Director Joan Tonglet Diaz, Economic Development & Tourism Director Corey Faucheux, Parks and Recreation Director Duane Foret, Parks and Recreation Assistant Director Anedra Coleman, Animal Control Officer Jena Troxler, Risk Management Officer Monique Granier, Dayna Parker, Personnel Officer, R.S.V.P. Director Jeannie Arabie, General Government Buildings Facilities Manager Bob Messerly, WIOA Director Tommy Scott, Procurement Officer David Ferraro, Dawn Higdon, Legal Department, Erik Dufrene, Computer Systems Supervisor, Luis Martinez, GIS Specialist, Chandra Sampey, Contract Monitoring Specialist, Justin Robert, Public Information Office, Jason Tastet, Emergency Preparedness Department, Carey Rochelle, Finance Department, Brad Berthelot, Wastewater Department, Nicole Whitney, Public Works Department, Rickey Robert, Jr., Waterworks Department, Jessica Naquin, Waterworks Department, Terrell Neal, St. Charles Parish Hospital, Tara Alleman, St. Charles Parish Hospital, Leann Benedict, Library Director, Kali Zammit, Parish Farm Agent, Joel T. Chaisson, II, District Attorney, Cynthia Aucoin, District Attorney's Office, Judge Timothy S. Marcel, Lance Marino, Clerk of Court, Brian Fabre, Clerk of Court's Office, Sheriff Greg Champagne

### CALL TO ORDER

**PRAYER / PLEDGE**

Silent Prayer

Pledge was led by Chairman Dick Gibbs (Councilman, District III).

Chairman Gibbs announced important information regarding drop off ballots for the November 3, 2020 election and emergency temporary polling location changes for the November 3, 2020 and December 5, 2020 elections.

**Budget Message – 2021 Consolidated Operating & Capital Budget (President Matthew Jewell)**

*Councilman Dufrene arrived in the meeting.*

*Councilwoman Bellock arrived in the meeting.*

Read

Mr. Jewell spoke on the matter.

Chairman Gibbs spoke on the matter.

**ORDINANCE 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

**Public Hearing Requirements Satisfied**

Enactment No: 20-11-5

## Agencies &amp; Boards:

Hospital Service District - Reported

Library - Reported

## General Fund:

District Court - Reported

District Court Div. C - Reported - Council Discussion

Parish President Matthew Jewell spoke on the matter.

District Court Div. D - Reported

District Court Div. E - Reported

Grand Jury - Reported

District Attorney - Reported

Clerk of Court - Reported - Council Discussion

Clerk of Court Lance Marino spoke on the matter.

Registrar of Voters - Deferred to Thursday, October 29, 2020

Sheriff - Reported - Council Discussion

Sheriff Greg Champagne spoke on the matter.

Further Council Discussion

Parish President Matthew Jewell spoke on the matter.

Parish Farm Agent - Reported

Emergency Preparedness - Reported

Emergency Prep. Subsid. - Reported

EOC 24 Hours Coverage - Reported

Parish President Matthew Jewell spoke on the matter.

Finance Director Grant Dussom spoke on the matter.

**AMENDMENT NO. 1 - General Fund - Revenues**

Councilwoman Fisher-Perrier motioned, seconded by Councilwoman Darensbourg Gordon, to amend the proposed budget to add \$268,709.00 under General Fund - Revenues for Port Security Grant. Motion carried 9 yeas.

## Special Revenue Funds:

Retired Senior Volunteer Program (Federal, State, Local) - Reported - Council Discussion

R.S.V.P. Director Jeanne Arabie spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Finance Director Grant Dussom spoke on the matter.

Councilwoman Fonseca motioned to amend the proposed budget regarding sales tax revenue for 2020 and 2021 and to subsequently apply monies of additional projected revenue to various Roads and Drainage Capital projects.

Finance Director Grant Dussom spoke on the matter.

Council Discussion

Public Hearing Requirements Satisfied

Mr. Dussom spoke on the matter.

Further Council Discussion

Public Works Director Miles Bingham spoke on the matter.

Mr. Dussom explained the proposed amendment in detail regarding Public Works projects.

Parish President Matthew Jewell spoke on the matter.

Mr. Dussom further explained the proposed amendment in detail.

***AMENDMENT NO. 2 - Special Revenue Funds - Roads & Drainage***

Councilwoman Fonseca motioned, seconded by Councilwoman Clulee, to amend the proposed budget to recognize additional projected sales tax revenue for 2020 and 2021 totaling \$4,705,000.00 and to subsequently apply \$4,600,000.00 of this additional projected revenue to various Roads and Drainage Capital projects as detailed in the itemized amendment. Motion carried 9 years.

Councilwoman Fonseca motioned to amend the proposed budget regarding 2020 CARES Act funding for Architectural and Engineering Projects for drainage in various areas in the Parish.

Council Discussion

Councilwoman Darenbourg Gordon spoke on the matter regarding Hahnville drainage improvements.

Councilwoman Clulee spoke on the matter regarding Old Luling/Boutte drainage improvements.

Councilman Fisher spoke on the matter regarding Norco drainage improvements.

Councilman Dufrene spoke on the matter regarding Des Allemands bulkhead.

Further Council Discussion

***AMENDMENT NO. 3 - Special Revenue Funds - Roads & Drainage***

Councilwoman Fonseca motioned, seconded by Councilman Dufrene, to amend the proposed budget to recognize the 2020 CARES Act funding under Fund 112 - Roads and Drainage and apply this total amount to the following Architectural and Engineering Projects under account 112-420260 - Drainage: \$400,000 for Hahnville Drainage Improvements, \$350,000 for Old Luling/Boutte Drainage Improvements, \$200,000 for Norco Drainage Improvements; \$100,000 for Willowdale/Davis Plantation Improvements; \$200,000 for Des Allemands Bulkhead. Motion carried 9 years.

Councilman Fisher motioned to amend the proposed budget regarding the Enterprise Fleet Management Program

Parish President Matthew Jewell spoke on the matter.

Council Discussion

Finance Director Grant Dussom explained the proposed amendment in detail.

***AMENDMENT NO. 4 - Consolidated Operating Budget***

Councilman Fisher motioned, seconded by Councilwoman Fonseca, to amend the proposed budget to move forward with the Enterprise Fleet Management program by Recognizing Proceeds of Sales of existing Assets, Removing purchases of vehicles originally budgeted in the 2021 Budget and adding the associated rental costs for the various departments requesting rental vehicles for an overall impact to the budget of \$206,801 as detailed in the itemized amendment.

General Fund:

Council - Reported

Council District I - Reported

Council District II - Reported

***AMENDMENT NO. 5 - General Fund - Council - District II - Materials &***

*Supplies and Other Charges*

Councilwoman Clulee motioned, seconded by Councilwoman Fonseca, to amend the proposed budget to decrease \$7,000.00 under Account 001-400112 - Council - District II - Materials & Supplies - Office & Communications Equip., and to decrease \$8,000.00 under Other Charges - Training & Travel. Motion carried 9 yeas.

Council District III - Reported

***AMENDMENT NO. 6 - General Fund - Council - District III - Materials & Supplies and Other Charges***

Councilwoman Clulee motioned, seconded by Councilwoman Darensbourg Gordon, to amend the proposed budget to decrease \$7,000.00 under Account 001-400113 - Council - District III - Materials & Supplies - Office & Communications Equip. and to decrease \$8,000.00 under Other Charges - Training & Travel. Motion carried 9 yeas.

Council District IV - Reported

Council District V - Reported

Council District VI - Reported

Council District VII - Reported

***AMENDMENT NO. 7 - General Fund - Council - District VII - Other Charges***

Councilwoman Fisher-Perrier motioned, seconded by Councilwoman Clulee, to amend the proposed budget to decrease \$2,700.00 under Account 001-400117 - Council - District VII - Other Charges - Training & Travel. Motion carried 9 yeas.

***AMENDMENT NO. 8 - General Fund - Council - Operating Services - Professional Services***

Councilwoman Fisher-Perrier motioned, seconded by Councilman Fisher, to amend the proposed budget to add \$15,000.00 under Account 001-400110 - Council - Operating Services - Professional Services. Motion carried 9 yeas.

Council Division A - Reported

Council Division B - Reported

Parish President - Reported

Chief Administrative Officer Mike Palamone spoke on the matter.

***Special Revenue Funds:***

Parish Transportation - Reported

Road Lighting District #1 - Reported

Road & Drainage (Flood Control, Paved Streets, Sidewalks & Crosswalks, Drainage) -

Reported - Council Discussion

Public Works/Wastewater Director Miles Bingham spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Mosquito Control - Reported

Flood Protection - Reported

Parish President Matthew Jewell spoke on the matter.

Senior Projects Manager Sam Scholle spoke on the matter.

Council Discussion

Mr. Scholle spoke on the matter.

## Capital Projects Funds:

West Bank Hurricane Protection Levee - Reported - Council Discussion  
Senior Projects Manager Sam Scholle spoke on the matter.

LCDBG - Reported

Public Hearing Requirements Satisfied

## Enterprise Funds:

Wastewater (Administration, Collection & Maintenance, Treatment) - Reported -  
Council Discussion

Wastewater Assistant Director David deGeneres spoke on the matter.  
Parish President Matthew Jewell spoke on the matter.

Solid Waste Collection & Disposal (Solid Waste Collection & Disposal, Recycling) -  
Reported - Council Discussion

Ms. Chandra Sampey, Contract Monitoring Specialist spoke on the matter.  
Parish President Matthew Jewell spoke on the matter.  
Finance Director Grant Dussom spoke on the matter.

***AMENDMENT NO. 9 - Enterprise Funds - Solid Waste Collection & Disposal***

Councilwoman Clulee motioned, seconded by Councilwoman Darensbourg Gordon, to amend the proposed budget to transfer \$150,000.00 from Account 450-420435 - Solid Waste Collection & Disposal - Recycling to Account 450-420430 - Solid Waste Collection & Disposal. Motion carried 9 yeas.

Further Council Discussion

Ms. Sampey spoke on the matter.

Consolidated Waterworks District No. 1 (Administration, Billing & Collection, Meter Readers, Distribution, Plant) - Reported

Parish President Matthew Jewell spoke on the matter.  
Council Discussion  
Waterworks Director Robbie Brou spoke on the matter.

Public Hearing Requirements Satisfied

Recess

## Special Revenue Funds:

Recreation (Recreation, Recreation-Explanation of Capital Outlay, Summer Camp) -  
Reported - Council Discussion

Parks and Recreation Director Duane Foret spoke on the matter.  
Finance Director Grant Dussom spoke on the matter.  
Parish President Matthew Jewell spoke on the matter.

## Capital Projects Funds:

Recreation Facilities Construction - Reported - Council Discussion  
Parks and Recreation Director Duane Foret spoke on the matter.

Public Hearing Requirements Satisfied

Recess

## General Fund:

Public Information - Reported

Purchasing - Reported - Council Discussion  
Procurement Officer David Ferraro spoke on the matter.

Personnel - Reported - Council Discussion  
Ms. Dayna Parker, Personnel Officer spoke on the matter.

Legal Services - Reported - Council Discussion  
Legal Services Director Corey Oubre spoke on the matter.

Planning & Zoning - Reported - Council Discussion  
Planning & Zoning Director Michael Albert spoke on the matter.

Coastal Zone Management - Reported  
ICC Building Codes - Reported  
Information Technology - Reported - Council Discussion  
Executive Director of Technology and Cybersecurity Anthony Ayo spoke on the matter.

GIS - Reported  
Cable TV Administration - Reported  
General Gov't Buildings - Reported - Council Discussion  
General Government Buildings Facilities Manager Bob Messerly spoke on the matter.

Risk Management - Reported - Council Discussion  
Risk Management Officer Monique Granier spoke on the matter.

Grants Administration - Reported - Council Discussion  
Grant Officer Stephanie Bruning spoke on the matter.  
Parish President Matthew Jewell spoke on the matter.

Animal Control - Reported - Council Discussion  
Animal Control Officer Jena Troxler spoke on the matter.

***AMENDMENT NO. 10 - General Fund - Animal Control - Capital Outlay - Acquisition of Vehicles***

Councilwoman Clulee motioned, seconded by Councilman Donaldson, to amend the proposed budget to decrease \$12,000.00 under Account 001-430180 - Animal Control - Capital Outlay - Acquisition of Vehicles for a Two Swab Wagon. Motion carried 9 yeas.

Health & Safety Rehab. - Reported  
Revitalization Fund Program - Reported  
Housing Preservation Grant - Reported  
Community Services - Reported  
Energy Assistance - Reported  
Summer Feeding - Reported  
Community Service Center - Reported  
Community Services Subgrants - Reported  
LIHEAP Weatherization - Reported  
CSBG - Administration - Reported  
CSBG - Program Activities - Reported  
Home Program - Reported  
CSBG CARES ACT OF 2020 - Reported

***AMENDMENT NO. 11 - General Fund - Summer Feeding - Operating Services - Contractual Services***

Councilwoman Fisher-Perrier motioned, seconded by Councilman Donaldson, to amend the proposed budget to add \$40,000.00 under Account 001-430233 - Summer Feeding - Operating Services - Contractual Services. Motion carried 9 yeas.

Council Discussion

Community Services Director Joan Tonglet Diaz spoke on the matter.

***AMENDMENT NO. 12 - General Fund - Community Service Centers - Operating Services - Professional Services***

Councilwoman Darenbourg Gordon motioned, seconded by Councilwoman Clulee, to amend the proposed budget to add \$15,000.00 under Account 001-430234 - Community Service Centers - Operating Services - Professional Services for tutoring services at the Killona Community Center. Motion carried 9 yeas.

***AMENDMENT NO. 13 - General Fund - Community Service Centers - Operating Services - Professional Services***

Councilwoman Bellock motioned, seconded by Councilwoman Fisher-Perrier, to amend the proposed budget to add \$15,000.00 under Account 001-430234 - Community Service Centers - Operating Services - Professional Services for continued tutoring services at the St. Rose Community Center. Motion carried 9 yeas.

Community Center - Reported - Council Discussion

Parks and Recreation Assistant Director Anedra Coleman spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Economic Development - Reported - Council Discussion

Economic Development & Tourism Director Corey Faucheux spoke on the matter.

Tourist Information Center - Reported

Public Hearing Requirements Satisfied

Special Revenue Funds:

Workforce Investment Act - Reported - Council Discussion

WIOA Director Tommy Scott spoke on the matter.

General Fund:

Ordinance & Proceedings - Reported - Council Discussion

Parish President Matthew Jewell spoke on the matter.

Police Jury Association - Reported - Council Discussion

Finance Director Grant Dussom spoke on the matter.

Ward Courts - Reported

Elections - Reported

Finance - Reported

Taxation - Assessor - Reported

Taxation - Collector - Reported - Council Discussion

Finance Director Grant Dussom spoke on the matter.

Parish President Matthew Jewell spoke on the matter.



Data Processing - Reported  
Research & Investigations - Reported  
Retirement System Contributions - Reported  
Retired Employees Group Insurance - Reported  
Juvenile - Reported  
Motor Vehicle - Reported  
Veterans Administration - Reported - Council Discussion  
Parish President Matthew Jewell spoke on the matter.  
Finance Director Grant Dussom spoke on the matter.

Public Housing - Reported - Council Discussion  
Finance Director Grant Dussom spoke on the matter.

Debt Service - Reported  
Transfers - Reported

Special Revenue Funds:  
Criminal Court Fund (District Court, District Attorney, Sheriff, Transfers) - Reported  
Governmental Bldgs M&O - Reported

Capital Projects Funds:  
Front Foot Assessment Capital Projects - Reported - Council Discussion  
Parish President Matthew Jewell spoke on the matter.

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

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Councilwoman Clulee motioned, seconded by Councilwoman Darensbourg Gordon, to amend the proposed budget to decrease \$7,000.00 under Account 001-400113 - Council - District III - Materials & Supplies - Office & Communications Equip. and to decrease \$8,000.00 under Other Charges - Training & Travel. Motion carried 9 yeas.

***AMENDMENT NO. 7 - General Fund - Council - District VII - Other Charges***

Councilwoman Fisher-Perrier motioned, seconded by Councilwoman Clulee, to amend the proposed budget to decrease \$2,700.00 under Account 001-400117 - Council - District VII - Other Charges - Training & Travel. Motion carried 9 yeas.

***AMENDMENT NO. 8 - General Fund - Council - Operating Services - Professional Services***

Councilwoman Fisher-Perrier motioned, seconded by Councilman Fisher, to amend the proposed budget to add \$15,000.00 under Account 001-400110 - Council - Operating Services - Professional Services. Motion carried 9 yeas.

***AMENDMENT NO. 9 - Enterprise Funds - Solid Waste Collection & Disposal***

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***AMENDMENT NO. 11 - General Fund - Summer Feeding - Operating Services - Contractual Services***

Councilwoman Fisher-Perrier motioned, seconded by Councilman Donaldson, to amend the proposed budget to add \$40,000.00 under Account 001-430233 - Summer Feeding - Operating Services - Contractual Services. Motion carried 9 yeas.

***AMENDMENT NO. 12 - General Fund - Community Service Centers - Operating Services - Professional Services***

Councilwoman Darensbourg Gordon motioned, seconded by Councilwoman Clulee, to amend the proposed budget to add \$15,000.00 under Account 001-430234 - Community Service Centers - Operating Services - Professional Services for tutoring services at the Killona Community Center. Motion carried 9 yeas.

***AMENDMENT NO. 13 - General Fund - Community Service Centers - Operating Services - Professional Services***

Councilwoman Bellock motioned, seconded by Councilwoman Fisher-Perrier, to amend the proposed budget to add \$15,000.00 under Account 001-430234 - Community Service Centers - Operating Services - Professional Services for continued tutoring services at the St. Rose Community Center. Motion carried 9 yeas.

**Amendments Recorded**

Enactment No: 20-11-5

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN GIBBS AUTHORIZED THAT THE ORDINANCE, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, IS TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING TO BE HELD ON THURSDAY, OCTOBER 29, 2020, 6:00 P.M., AND MONDAY, NOVEMBER 2, 2020, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[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

**Publish/Scheduled for Public Hearing to the Parish Council on October 29, 2020**

Enactment No: 20-11-5

## ADJOURNMENT

A motion was made by Councilmember Clulee, seconded by Councilmember Dufrene, to adjourn the meeting at approximately 2:03 pm. The motion carried by the following vote:

**Yea:** 9 - Donaldson, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Perrier

**Nay:** 0

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

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Michelle Impastato  
Council Secretary