



# St. Charles Parish

## Meeting Agenda

### Parish Council

**Council Chairman Beth A. Billings**  
**Councilmembers Holly Fonseca, La Sandra Darensbourg Gordon,**  
**Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock,**  
**Bob Fisher, Julia Fisher-Cormier**

St. Charles Parish Courthouse  
15045 Highway 18  
P.O. Box 302  
Hahnville, LA 70057  
985-783-5000  
[www.stcharlesparish.gov](http://www.stcharlesparish.gov)

**Monday, December 18, 2023**

**6:00 PM**

**Council Chambers, Courthouse**

**Final**

### CALL TO ORDER

### PRAYER / PLEDGE

*Pastor Clint Jett*  
*Life Fellowship Community Church, Des Allemands*

### APPROVAL OF MINUTES

*Regular Meeting – December 4, 2023*

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

- 1**      [2023-0346](#)      In Recognition: Deputy Michael Kinler

**Sponsors:**      Ms. Billings

**Attachments:**      [2023-0346 Deputy Michael Kinler](#)
- 2**      [2023-0347](#)      In Recognition: Michele deBruler, St. Charles Parish Planning & Zoning Commission

**Sponsors:**      Ms. Fisher-Cormier

**Attachments:**      [2023-0347 Michele deBruler](#)
- 3**      [2023-0348](#)      In Recognition: Councilwoman Beth A. Billings, 2023 Council Chairman

**Sponsors:**      Mr. Gibbs

**Attachments:**      [2023-0348 Beth A. Billings Council Chairman](#)
- 4**      [2023-0349](#)      In Recognition: Councilman Dick Gibbs, 2023 Council Vice-Chairman

**Sponsors:**      Ms. Billings

**Attachments:**      [2023-0349 Dick Gibbs Council Vice-Chairman](#)

- 5     [2023-0350](#)     Tribute: Honorable Beth A. Billings, Councilwoman-At-Large, Division A  
**Sponsors:**     Ms. Fonseca  
**Attachments:**   [2023-0350 Tribute Beth A. Billings](#)
- 6     [2023-0351](#)     Tribute: Honorable Mary K. Clulee, Councilwoman, District II  
**Sponsors:**     Ms. Fonseca  
**Attachments:**   [2023-0351 Tribute Mary Clulee](#)
- 7     [2023-0352](#)     Tribute: Honorable Dick Gibbs, Councilman, District III  
**Sponsors:**     Ms. Fisher-Cormier  
**Attachments:**   [2023-0353 Tribute Dick Gibbs](#)
- 8     [2023-0353](#)     Tribute: Honorable Nicky Dufrene, Councilman, District IV  
**Sponsors:**     Ms. Bellock  
**Attachments:**   [2023-0353 Tribute Nicky Dufrene](#)
- 9     [2023-0354](#)     Tribute: Honorable Marilyn B. Bellock, Councilwoman, District V  
**Sponsors:**     Mr. Dufrene  
**Attachments:**   [2023-0354 Tribute Marilyn B. Bellock](#)
- 10    [2023-0355](#)     Tribute: Honorable Julia Fisher-Cormier, Councilwoman, District VII  
**Sponsors:**     Mr. Gibbs  
**Attachments:**   [2023-0355 Tribute Julia Fisher-Cormier](#)
- 11    [2023-0364](#)     In Recognition: Irving Pierre, Sr., 100th Birthday  
**Sponsors:**     Ms. Clulee  
**Attachments:**   [2023-0364 Irving Pierre, Sr.](#)

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2023-0356](#)     R.S.V.P. Program  
**Attachments:**   [2023-0356 RSVP Presentation](#)
- [2023-0357](#)     Parish President Remarks/Report  
**Sponsors:**     Mr. Jewell

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

**Tuesday, January 9, 2024, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 12    [2023-0229](#)    An ordinance approving and authorizing the execution of a Professional Services Agreement with Alpha Testing and Inspection, Inc., to perform testing services for the Primrose Canal Cleaning and Improvements (Project No. P210202), in the not to exceed amount of \$26,000.00.

**Sponsors:**    Mr. Jewell and Department of Public Works

**Attachments:**    [2023-0229 P210202 Testing - Professional Services Contract & Attachments](#)

[2023-0229 Primrose - Attachment C-1](#)

[2023-0229 Resolution](#)

[2023-0229 Postponed proposed ordinance](#)

[2023-0229 P210202 Testing - Professional Services Contract & Attachments](#)

[2023-0229 Primrose - Attachment C-1](#)

[2023-0229 Resolution](#)

### **Legislative History**

8/28/23	Parish President	Introduced
8/28/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
9/11/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
9/11/23	Parish Council	Public Hearing Requirements Not Satisfied Chairman Billings stated that Administration requested that File No. 2023-0229 introduced on August 28, 2023, be postponed indefinitely and reintroduce for publication and public hearing on Monday, September 25, 2023.
9/11/23	Parish Council	Postponed Indefinitely and Reintroduced
9/11/23	Parish Council	Postponed Indefinitely and Reintroduced
9/25/23	Parish Council	Public Hearing Requirements Satisfied Chairman Billings stated that Administration requested that File No. 2023-0229 be postponed indefinitely.
		Council Discussion Chief Administrative Officer Mike Palamone spoke on the matter.
9/25/23	Parish Council	Postponed Indefinitely
9/25/23	Parish Council	Postponed Indefinitely

- 28 [2023-0363](#) An ordinance approving and authorizing the execution of an Intergovernmental Cooperative Endeavor Agreement among St. Charles Parish Hospital, St. Charles Parish School Board, St. Charles Parish Sheriff Department, St. Charles Parish Housing Authority, and St. Charles Parish for the Hurricane Ida Recovery Fund.

**Sponsors:** Mr. Jewell and Grants Office

**Attachments:** [2023-0363 HIRF Intergovernmental CEA](#)  
[2023-0363 Attachment A & A1](#)  
[2023-0363 Attachment B - Letter of Agreement Executed](#)  
[2023-0363 Attachments C D D-1](#)

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

- 58 [2023-0341](#) An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the St. Charles Parish Memorial Plaza (Parish Project No. CMPK0418), to decrease the contract amount by \$2,158.05 and increase the contract time by 409 days.

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

**Attachments:** [2023-0341 Memorial Plaza Change Order](#)

**Legislative History**

12/4/23	Parish President	Introduced
12/4/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 62 [2023-0343](#) An ordinance to approve and authorize the Parish President to execute an Act of Sale from Patricia Bourgeois wife of/and James J. Poche for the purchase of property at 679 West Pine Street, Norco, Louisiana, for drainage improvements to the Engineer's Pump Station.

**Sponsors:** Mr. Jewell and Department of Public Works

**Attachments:** [2023-0343 2023 11 29 Purchase Agr Exe](#)  
[2023-0343 Appraisal](#)  
[2023-0343 2023 11 29 Exe POA Patricia](#)  
[2023-0343 2023 11 29 Exe POA James](#)

**Legislative History**

12/4/23	Parish President	Introduced
12/4/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 86**    [2023-0344](#)    An ordinance approving and authorizing the execution of a Contract with Omega Foundation Services, Inc., for Primrose Canal Cleaning and Improvements - Phase 1A (Project No. P210202), in the amount of \$2,757,000.00.

**Sponsors:**    Mr. Jewell and Department of Public Works

**Attachments:**    [2023-0344 Primrose Canal Section 00500 Contract Omega Signed](#)  
[2023-0344 P210202 - 2023.11.15 - Notice of Intent to Award](#)  
[2023-0344 Extension](#)  
[2023-0344 Corporate Resolution](#)  
[2023-0344 0 - Primrose Phase 1 - Bid Tab - Combined](#)  
[2023-0344 Bid tab](#)

**Legislative History**

12/4/23	Parish President	Introduced
12/4/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 104**    [2023-0345](#)    An ordinance to amend the Code of Ordinances, Chapter 22, Sewers and Sewage Disposal, Article IV. General Sewer Use Regulations, Section 22-80. (1)(a) User charges and connection charges.; and Chapter 23, Water, Article I. In General, Section 23-3. Water user charges. (e), to limit each annual adjustment so as to not be below 0.00% and not to exceed 2.5% effective January 1, 2024.

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

**Legislative History**

12/4/23	Parish President	Introduced
12/4/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

## ORDINANCES/RESOLUTIONS WHICH HAVE BEEN TABLED

- 105**    [2023-0326](#)    An ordinance approving and authorizing the execution of a Cooperative Endeavor Agreement between Bunge Chevron AG Renewables, LLC and St. Charles Parish relative to the design, development, construction, expansion and/or extension of Noel Street from Lorraine Street to Jonathan Street (the "Project").

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

**Attachments:**    [2023-0326 Cooperative Endeavor Agreement 11.20.23.2](#)

**Legislative History**

11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

12/4/23	Parish Council	Public Hearing Requirements Not Satisfied
	Reported:	
	P & Z Department Recommended:	Approval
	Planning & Zoning Director Michael Albert spoke on the matter.	
	Mr. Albert stated that Administration requested to table this item.	
	Chairman Billings spoke on the matter.	
	Legal Services Director Corey Oubre spoke on the matter.	
12/4/23	Parish Council	Tabled.
12/4/23	Parish Council	Tabled.

- 116** [2023-0328](#) An ordinance to revoke and abandon Modoc Street, and portions of Jonathan Street, Pelican Street, Amie Street, and Jean Street, Destrehan Park and Gabriel Heights Subdivisions, as shown on the map by Michael P. Blanchard, PLS, signed and dated October 24, 2023.

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

**Attachments:** [2023-0328 Act of Revocation 11.20.23](#)  
[2023-0328 Minutes](#)  
[2023-0328 Staff Report](#)  
[2023-0328 21-588 R7A signed 10-24-2023](#)  
[2023-0328 21-588 road revocation signed 10-24-2023](#)  
[2023-0328 AERIAL](#)  
[2023-0328 ZONING](#)  
[2023-0328 FLUM](#)  
[RESPONSE MEMO\\_DPW](#)  
[RESPONSE MEMO\\_DWW](#)  
[RESPONSE MEMO\\_WW \(1\)](#)  
[RESPONSE MEMO\\_WW \(2\)](#)

*Revised Version of Ordinance / Act of Revocation / Resubdivision Plat (Regular Agenda - Page 148)*

**Legislative History**

10/3/23	Department of Planning & Zoning	Received/Assigned PH
11/2/23	Planning Commission	Recommended Approval to the Parish Council
11/20/23	Parish President	Introduced
11/20/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
12/4/23	Parish Council	Tabled.
	Reported:	
	Planning Commission Recommended:	Approval

Legal Services Director Corey Oubre advises that in conjunction with the tabling of File No. 2023-0326, the Administration request that 2023-0328 be tabled at this time.

12/4/23

Parish Council

Tabled.

**PERSONS TO ADDRESS THE COUNCIL**162 [2023-0358](#) Ms. Reanda Pierre: WAIVER**Attachments:** [2023-0358 R. Pierre Petition and Attachments](#)**RESOLUTIONS**178 [2023-0359](#) A resolution supporting the application for funding of the Water Meter Replacement Project - Phase V through the Louisiana Office of Community Development's FY 2023-2024 Community Water Enrichment Fund.**Sponsors:** Mr. Jewell and Grants Office179 [2023-0360](#) A resolution to approve and authorize the submission of the Recovery Proposal and subsequent project applications to the State of Louisiana Division of Administration Office of Community Development on behalf of St. Charles Parish regarding the allocation of Community Development Block Grant Disaster Recovery Program funding as a result of Year 2021 Ida & May Storms.**Sponsors:** Mr. Jewell and Grants Office**Attachments:** [2023-0360 Recovery Proposal with Citizen Participation documents](#)234 [2023-0361](#) A resolution in support of the Planning and Zoning Commission's approval of 2023-5-SPU for an accessory dwelling unit in an R-1A zoning district, Lot 10A, Block F, Sellers Village Subdivision, 219 Bernard Avenue, Ama as requested by Jordan Petit.**Sponsors:** Mr. Jewell and Department of Planning & Zoning**Attachments:** [2023-0361 RECOMMENDATIONS AT A GLANCE](#)[2023-0361 Minutes](#)[2023-0361 Staff Report](#)[2023-0361 Floor Plan](#)[2023-0361 Revised Site Plan](#)[2023-0361 AERIAL](#)[2023-0361 ZONING](#)[2023-0361 FLUM](#)[2023-0361 Application page 1](#)**Legislative History**

10/25/23 Department of Planning &amp; Zoning Received/Assigned PH

12/7/23 Department of Planning &amp; Zoning Recommended Approval to the Planning Commission

12/7/23 Planning Commission Recommended Approval to the Parish Council

- 247** [2023-0362](#) A resolution approving and authorizing the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$900,000.00 to be utilized for vehicles and equipment.

**Sponsors:** Mr. Jewell, Grants Office and Department of Public Works

**Attachments:** [2023-0362 CEA - Unexecuted - \(Vehicles and Equipment\)](#)

## APPOINTMENTS

- 269** [2023-0337](#) A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District VII Representative.

*Council will confirm nomination from the District VII Councilmember to fill the vacancy caused by the resignation of the term of Ms. Michele deBruler. Unexpired term to begin immediately and expire May 31, 2026.*

*Nominee: Mr. Richard J. Folse, Jr.*

**Legislative History**

6/20/22	Parish Council	Enacted Legislation
	Ms. Michele deBruler appointed to the Planning & Zoning Commission on June 20, 2022, per Resolution No. 6645	
	Term: June 20, 2022 - May 31, 2026	
12/4/23	Parish Council	Nomination(s) Accepted
	Nominee:	
	Councilwoman Fisher-Cormier nominated Mr. Richard J. Folse, Jr.	
12/4/23	Parish Council	Close Nomination(s) for
12/4/23	Parish Council	Nomination(s) Closed



- 275 [2023-0340](#) A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District IV Representative.

*Council will confirm nomination from the District IV Councilmember to fill the vacancy caused by the resignation of the term of Mr. Ernest Eusea. Unexpired term to begin December 23, 2023, and expire December 7, 2025.*

*Nominee: Mr. Clyde H. Maddox*

**Legislative History**

11/15/21	Parish Council	Enacted Legislation Mr. Ernest Eusea, appointed to the Board of Adjustment as the District IV Representative on November 15, 2021, per Resolution No. 6595 Term: December 7, 2021 - December 7, 2025
12/4/23	Parish Council	Nomination(s) Accepted Nominee: Councilwoman Fisher-Cormier at the request of Councilman Dufrene and Councilman-Elect Comardelle, nominated Mr. Clyde H. Maddox
12/4/23	Parish Council	Close Nomination(s) for
12/4/23	Parish Council	Nomination(s) Closed

## MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

### MEETINGS

*HOUSING AUTHORITY: Tuesday, 12/19/23, 6PM, Council Chambers*  
*BOARD OF ADJUSTMENT (ZBA): Thursday, 12/21/23, 6PM, Council Chambers*  
*HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 1/3/24, 2PM, Council Chambers*  
*ST. CHARLES PARISH PRESIDENT AND PARISH COUNCILMEMBERS 2024*  
*INAUGURAL CEREMONY: Sunday, 1/7/24, 11:30AM, Edward A. Dufresne Community Center – 274 Judge Edward Dufresne Parkway, Luling*  
*ST. CHARLES PARISH COUNCIL ORGANIZATIONAL MEETING: Monday, 1/8/24, 4:30PM, Council Chambers*  
*ST. CHARLES PARISH COUNCIL: Tuesday, 1/9/24, 6PM, Council Chambers*

### ANNOUNCEMENTS

*PARISH HOLIDAY: Monday, December 25, 2023 and Tuesday, December 26, 2023 - Christmas*

*PARISH HOLIDAY: Friday, December 29, 2023 and Monday, January 1, 2024 - New Year's*

**\*\*\*PLEASE NOTE THAT THERE WILL BE A THREE (3) WEEK LAPSE BETWEEN COUNCIL MEETINGS. THE NEXT REGULAR COUNCIL MEETING WILL BE HELD ON TUESDAY, JANUARY 9, 2024, COUNCIL CHAMBERS, COURTHOUSE.**

### 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.**