



St. Charles Parish

Meeting Agenda

Parish Council

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

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

Monday, June 6, 2022

6:00 PM

Council Chambers, Courthouse

Final

CALL TO ORDER

PRAYER / PLEDGE

Deacon Donnie Hills
First Baptist Church of Paradis

APPROVAL OF MINUTES

Regular Meeting – May 16, 2022

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

- 1 [2022-0157](#) Proclamation: United Way of St. Charles 5K Bridge Run Day in St. Charles Parish
Sponsors: Ms. Fisher-Cormier
Attachments: [2022-0157 Bridge Run.pdf](#)

- 2 [2022-0158](#) Proclamation: “Juneteenth Day of Observance in St. Charles Parish”
Sponsors: Ms. Darensbourg Gordon and Ms. Bellock
Attachments: [2022-0158 Juneteenth](#)

- 3 [2022-0151](#) A resolution authorizing the application to the Louisiana Department of Environmental Quality by the Parish of St. Charles, State of Louisiana.
Sponsors: Mr. Jewell and Bond Counsel
Attachments: [2022-0151 certificate](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2022-0152](#) Communications District (911)
Attachments: [2022-0152 communications district - 2022 Updated Presentation for Parish Cou](#)

[2022-0153](#) Parish President Remarks/Report

Sponsors: Mr. Jewell

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, June 20, 2022, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 5 [2022-0154](#) An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from R-1A to R-1A(M) on Lot 8, Square 10, Village of Hahnville, 220 Hahn Street, Hahnville, as requested by Jonte Knight.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Attachments: [2022-0154 RECOMMENDATIONS AT A GLANCE](#)

[2022-0154 Minutes for 2022-6-R](#)

[2022-0154 LUR_2022-6-R](#)

[2022-0154 Survey](#)

[2022-0154 AERIAL](#)

[2022-0154 ZONING](#)

[2022-0154 FLUM](#)

[2022-0154 Application page1](#)

Legislative History

3/18/22	Department of Planning & Zoning	Received/Assigned PH
5/12/22	Department of Planning & Zoning	Recommended Denial to the Planning Commission
5/12/22	Planning Commission	Recommended Denial to the Parish Council

- 16 [2022-0155](#) An ordinance approving and authorizing the execution of Professional Services Agreement with Alpha Testing and Inspection, Inc., to perform testing services for, Heather Oaks Subdivision - Luling, Phase 2 (Project No. P180807) in the amount not to exceed \$35,000.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0155 Contract for Alpha Heather Oaks 2](#)

[2022-0155 Corporate Resolution](#)

- 30 [2022-0168](#) An ordinance approving and authorizing the execution of Change Order No. 1 for the West Bank Yard Building, Project No. P190401, to decrease the contract amount by \$4,792.02.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0168 Final Change Order](#)

- 49 [2022-0169](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Terracon Consultants, Inc., to perform engineering services for Roadway Boring - 2022 (Project No. P220502) in the amount not to exceed \$85,000.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0169 Roadway Boring Professional Services Contract Terracon](#)
[2022-0169 Roadway Boring Corporate Acknowledgement of Authority](#)

- 64 [2022-0170](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Hartman Engineering, Inc., to perform engineering services for Lemoine Lane, Hirsch Street and St. Mark Street Drainage Improvements Project (Project No. P220201), in the amount not to exceed \$194,931.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0170 Lemoine Lane CORRECTED P220201 - Ama Ditch- MDP Improver](#)
[2022-0170 Lemoine Lane 2022 HEI Rate Schedule C-1](#)
[2022-0170 Lemoine Lane 2022 HEI Corporate Resolution](#)

- 104 [2022-0171](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Hartman Engineering, Inc., to perform engineering services for U.P. Railroad Drainage Ditch & Outfall Improvements Project (Project No. P220205), in the amount not to exceed \$194,931.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0171 UP Railroad CORRECTED P220205 - Ama UP MDP Improvements](#)
[2022-0171 UP Railroad 2022 HEI Rate Schedule C-1](#)
[2022-0171 UP Railroad 2022 HEI Corporate Resolution](#)

- 144 [2022-0172](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Linfield, Hunter & Junius, Inc., to perform engineering services for the New Sarpy Pump Station Improvements Project (Project No. P220203), in the lump sum amount of \$113,215.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0172 New Sarpy CORRECTED P220203 - New Sarpy Professional Servic](#)
[2022-0172 New Sarpy P220203 - New Sarpy - Rate Sheet \(C-1\) & Corporate R](#)

- 184 [2022-0173](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Volkert, Inc., to perform planning services for the Engineers Canal Pump Station Improvements Project (Project No. P220206), in the lump sum amount of \$57,266.00.

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0173 Engineers Canal CORRECTED P220206 - Engineers Canal Profess](#)
[2022-0173 Engineers Canal P220206 - Engineers Canal - 2020 rate sheet \(C-1'](#)
[2022-0173 Engineers Canal 2021.06.23 WEST GULF Corp. Secretary's Certific](#)

ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 225 [2022-0143](#) An ordinance approving and authorizing the execution of a contract with Del-Con, LLC, for the St. Charles Parish Parks and Recreation IMTT Redesign project in the amount of \$223,940.00.

Sponsors: Mr. Jewell and Department of Parks and Recreation

Attachments: [2022-0143 contract IMTT Park](#)
[2022-0143 Notice of Intent to Award IMTT Park](#)
[Admin contract IMTT Park Renovation 2021](#)

Legislative History

5/16/22	Parish President	Introduced
5/16/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 235 [2022-0150](#) An ordinance approving and authorizing the execution of Amendment No. 8 to Ordinance No. 08-10-6, which approved the execution of a Professional Services Agreement with MB3 Inc. d/b/a Civix, formerly GCR, Inc. and GCR & Associates, Inc., for right-of-way acquisition and program management services for the West Bank Hurricane Protection Levee (Parish Project No. 080905-1D).

Sponsors: Mr. Jewell and Department of Public Works

Attachments: [2022-0150 Civix Amendment No. 8 Reviewed.pdf](#)
[2022-0150 EXECUTED MB3 Executive Committee Signature Authority 10-11-21](#)

Legislative History

5/16/22	Parish President	Introduced
5/16/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

RESOLUTIONS

- 243** [2022-0165](#) A resolution to approve and authorize 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 \$260,000.00 to be utilized for drainage improvements.

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

Attachments: [2022-0165 CEA - St. Charles Parish \(260K\)](#)

- 266** [2022-0167](#) A resolution to approve and authorize the execution of an Intergovernmental Agreement between the State of Louisiana through the Coastal Protection and Restoration Authority and St. Charles Parish regarding the construction of the Des Allemands Boat Launch (BA-0237) project.

Sponsors: Mr. Jewell and Grants Office

Attachments: [2022-0167 INTERGOVERNMENTAL AGREEMENT.DES ALLEMANS BOAT I](#)

APPOINTMENTS

- 292** [2022-0120](#) A resolution to appoint a member to the St. Charles Parish Planning & Zoning Commission as the District VII Representative.

Council Chairman will accept nomination from the District VII Councilmember to the Planning & Zoning Commission to fill the vacancy caused by the expiration of the term of Mr. Scott M. Galliano. Four (4) year term to begin immediately and expire May 31, 2026. [Deferred from the May 16, 2022 Parish Council Meeting]

Legislative History

6/4/18	Parish Council	Enacted Legislation
	Mr. Scott M. Galliano appointed to the St. Charles Parish Planning & Zoning Commission as the District VII Representative on June 4, 2018, per Resolution No. 6347	
	Term: Immediately (June 4, 2018) - May 31, 2022	
4/18/22	Parish Council	Vacancy Announced
5/2/22	Parish Council	Deferred
	Chairman Fisher stated that File No. 2022-0120 will be deferred to the May 16, 2022 council meeting.	
5/16/22	Parish Council	Deferred
	Councilwoman Fisher-Cormier requested File No. 2022-0120 be deferred. Chairman Fisher stated that File No. 2022-0120 will be deferred to the June 6, 2022 council meeting.	

- 293** [2022-0159](#) Accept resignation of Bishop Otis Kenner - Regional Planning Commission

Attachments: [2022-0159 Regional PC email.pdf](#)

[2022-0159 Bishop Kenner ltr.pdf](#)

Legislative History

1/8/18	Parish Council	Enacted Legislation
	Bishop Otis Kenner appointed to the Regional Planning Commission on January 8, 2018, per Resolution No. 6325 Term: Immediately (January 8, 2018) - January 8, 2023	
8/16/20	Board Member	Resigned
	The council office did not receive an official resignation from Bishop Kenner. On August 14, 2020, the council office received an email from Jeffrey W. Roesel, Executive Director, Regional Planning Commission, stating Bishop Kenner will be stepping down as a member.	
4/28/22	Council Secretary	Correspondence Sent
	to Bishop Otis Kenner via certified mail stating the council office has been notified that you wish to resign as a member of the Regional Planning Commission as of August 2020. The council office has not received your written resignation to date; therefore, please let this correspondence serve as confirmation of your resignation.	

[2022-0160](#) A resolution to appoint a member to the Regional Planning Commission.

On Monday, June 20, 2022, the Council Chairman will accept nominations to the Regional Planning Commission to fill the vacancy caused by the resignation of Bishop Otis Kenner in accordance with Ordinance No. 16-12-4. The Board shall be comprised of five (5) members; the Parish President, two (2) members of the St. Charles Parish Council, and one (1) member who must not otherwise hold elected or appointed office in the Parish of St. Charles to be appointed by the Parish Council and approved by the Parish President; term concurrent with the Governing Authority. Unexpired term to begin immediately and expire January 8, 2023.

Legislative History

1/8/18	Parish Council	Enacted Legislation
	Bishop Otis Kenner appointed to the Regional Planning Commission on January 8, 2018, per Resolution No. 6325 Term: Immediately (January 8, 2018) - January 9, 2023	

294 [2022-0161](#) A resolution to appoint an Ad-Hoc member, with a health professional background, to the Board of Directors for the Arc of St. Charles.

Attachments: [2022-0161 Letter from ARC of St. Charles BOD #2.pdf](#)

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, 2022 and expire June 30, 2024. [Dr. Kuo has served two consecutive terms and cannot be re-appointed according to Arc of St. Charles By-Laws; however, on May 5, 2022 the Arc Board Members approved for any 2021-2022 Board Members whose term of office is due to expire June 30, 2022 be extended for up to one, additional two (2) year term.]

Legislative History

7/27/20	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 July 27, 2020, per Resolution No. 6508 Term: Immediately (July 27, 2020) - June 30, 2022	

5/5/22 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 3, 2022 meeting, regarding Dr. Jeffrey Kuo, whose term of office is due to expire June 30, 2022, term has been extended for up to one additional two (2) year term, beginning July 1, 2022 through June 30, 2024.

- 296 [2022-0162](#) A resolution to appoint a member to the St. Charles Parish Communications District representing Emergency Medical Services as requested by the Hospital Service District No. 1, Parish of St. Charles, Board of Commissioners.

Attachments: [2022-0162 Hospital letter.pdf](#)

Council will confirm nomination of Mr. Huey Marcel by the Hospital Service District No. 1, Parish of St. Charles, Board of Commissioners, representing Emergency Medical Services to the St. Charles Parish Communications District to fill the vacancy caused by the expiration of the term of Mr. Michael Guillot. Four (4) year term to begin August 19, 2022 and expire August 19, 2026.

Legislative History

5/6/19 Parish Council Enacted Legislation
Mr. Michael Guillot appointed to the St. Charles Parish Communications District as the Emergency Medical Services Representative on May 6, 2019, per Resolution No. 6408
Term: Immediately (May 6, 2019) - August 19, 2022

5/6/22 Council Secretary Correspondence Sent
to the Chairman of the Hospital Service District requesting to submit in writing the name of the person they would like to appoint or reappoint to the St. Charles Parish Communications District due to the term of Mr. Michael Guillot expiring on August 19, 2022.

5/25/22 Parish Council Correspondence Received
from Chief Executive Officer/Secretary Keith Dacus advising that Mr. Huey Marcel will be representing the Emergency Medical Services on the St. Charles Parish Communications District Board of Commissioners, replacing Mr. Michael Guillot whose term expires August 19, 2022.

- 298 [2022-0163](#) A resolution to appoint a member to the St. Charles Parish Communications District representing the St. Charles Parish President's Office.

Attachments: [2022-0163 appointment letter PP-911 .pdf](#)

Council will confirm nomination of Mr. Armond Bourque by the Parish President to the St. Charles Parish Communications District to fill the vacancy caused by the expiration of the term of Mr. Armond Bourque. Four (4) year term to begin August 19, 2022 and expire August 19, 2026.

Legislative History

11/2/20 Parish Council Enacted Legislation
Mr. Armond Bourque appointed to the St. Charles Parish Communications District as the Parish President's Representative on November 2, 2020, per Resolution No. 6520
Term: Immediately (November 2, 2020) - August 19, 2022

5/6/22 Council Secretary Correspondence Sent
to Parish President Matthew Jewell requesting that he submit in writing the name of the person he would like to appoint or reappoint to the St. Charles Parish Communications District due to the term of Mr. Armond Bourque expiring on August 19, 2022.

5/19/22 Council Secretary Correspondence Received
from Parish President Matthew Jewell to Ms. Ravenel Mixon, Director of Communications, advising that Mr. Armond Bourque will be representing the Parish President's Office

[2022-0164](#)

A resolution to appoint a member to the St. Charles Parish Communications District representing the St. Charles Parish Council.

On Monday, June 20, 2022, the Council Chairman will accept nominations to the St. Charles Parish Communications District to fill the vacancy created by the expiration of the term of Mr. Thomas Barreca, Jr. Four (4) year term to begin August 19, 2022 and expire August 19, 2026.

Legislative History

8/6/18 Parish Council Enacted Legislation
Mr. Thomas Barreca, Jr. appointed to the St. Charles Parish Communications District on August 6, 2018, per Resolution No. 6360
Term: August 19, 2018 - August 19, 2022

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

*COMMUNICATIONS DISTRICT (911): Monday, 6/13/22, 5PM, Council Chambers
BOARD OF ADJUSTMENT (ZBA): Thursday, 6/16/22, 6PM, Council Chambers
PONTCHARTRAIN LEVEE DISTRICT: Monday, 6/20/22, 6PM, Pontchartrain Levee District Headquarters Complex, 2069 Railroad Avenue, Litcher
ST. CHARLES PARISH COUNCIL: Monday, 6/20/22, 6PM, Council Chambers*

ANNOUNCEMENTS

PARISH HOLIDAY: Friday, 6/17/22 – Juneteenth

SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL

300 [2022-0149](#) A resolution appointing an Official Journal to serve the Parish Council of St. Charles Parish for the period June 2022 through June 2023.

Attachments: [2022-0149 for Agenda Official Journal Selection Process.2022](#)
[RS 43 141 - 43 149 Official Journal](#)

Legislative History

5/16/22 Parish Council Authorized
5/16/22 Parish Council Authorized

308 [2022-0166](#) Calendar of Official Action for the 2023 Budget: Set Public Hearing Dates

Sponsors: Mr. Jewell and Department of Finance

Attachments: [2022-0166 CALENDAR OF OFFICIAL ACTION FOR 2023 BUDGET](#)

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.