



# St. Charles Parish

## Meeting Agenda

### Parish Council

**Council Chairman Terrell D. Wilson**  
**Councilmembers Wendy Benedetto, Paul J. Hogan,**  
**Mary K. Clulee, Dick Gibbs, William Billy Woodruff,**  
**Marilyn B. Bellock, Traci A. Fletcher, Julia Fisher-Perrier**

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)

Monday, August 28, 2017

6:00 PM

Council Chambers, Courthouse

Final

### CALL TO ORDER

### PRAYER / PLEDGE

*Reverend Ralph Young*  
*Bell Baptist Church, Luling*

### APPROVAL OF MINUTES

*Regular Meeting – August 14, 2017*

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

- 1     [2017-0269](#)     In Recognition: Jewel Pomeroy, Miss St. Charles Parish Festival Queen LIX  
**Sponsors:**     Ms. Fletcher  
**Attachments:**   [2017-0269 Jewel Pomeroy - Miss St. Charles](#)
  
- 2     [2017-0270](#)     In Recognition: Kinyson Voges, Teen Miss St. Charles Parish Festival Queen XXII  
**Sponsors:**     Ms. Fletcher  
**Attachments:**   [2017-0270 Kinyson Voges - Teen St. Charles](#)
  
- 3     [2017-0266](#)     Proclamation: “Gospel Festival Weekend”  
**Sponsors:**     Ms. Fisher-Perrier  
**Attachments:**   [2017-0266 Gospel Fest](#)
  
- 4     [2017-0268](#)     Proclamation: “National Child Passenger Safety Week” and “National Seat Check Saturday”  
**Sponsors:**     Mr. Wilson  
**Attachments:**   [2017-0268 National Child Passenger Safety](#)

- 5     [2017-0271](#)     Proclamation: “American Cancer Society’s Relay for Life Month”  
       Sponsors:     Ms. Clulee  
       Attachments:     [2017-0271 Relay for Life](#)
- 6     [2017-0272](#)     In Recognition: Sara Edler, 2017 Relay for Life Princess  
       Sponsors:     Ms. Benedetto  
       Attachments:     [2017-0272 Sara Edler - Relay Princess](#)
- 7     [2017-0273](#)     In Recognition: Chad Grosch, II, 2017 Relay for Life Prince  
       Sponsors:     Mr. Hogan  
       Attachments:     [2017-0273 Chad Grosch - Relay Prince](#)
- 8     [2017-0277](#)     A resolution recognizing and approving the execution of the Bond Purchase Agreement and Official Statement regarding the issuance and sale of Limited Tax Revenue Bonds, Series 2017A, of the Parish of St. Charles, State of Louisiana.  
       Sponsors:     Mr. Cochran and Bond Counsel  
       Attachments:     [2017-0277 Exhibits](#)
- 31    [2017-0274](#)     Local Board of Review - 2017 Assessment - Regular Meeting, September 18, 2017, 6PM, Council Chambers, Courthouse  
       Sponsors:     Mr. Wilson  
       Attachments:     [2017-0274 Calendar - 2017 Assessment Lists](#)  
                             [2017-0274 Assessor Letter - 2017 Board of Review](#)
- \*\*Announcement\*\*  
       Legislative History  
       8/15/17           Assessor                                   List Exposed  
                           August 15 - 29, 2017 List Exposed for Tax Payer Inspection

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2017-0275](#)     Department of Public Works  
       [2017-0276](#)     Parish President Remarks/Report  
       Sponsors:     Mr. Cochran

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

### Monday, September 18, 2017, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 35 [2017-0278](#) An ordinance to approve and authorize the execution of a Contract for Engineering Services with Civil and Environmental Consulting Engineers, for necessary professional engineering services associated with Parish Project No. P150801-2 Ama Drainage Improvements.

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

**Attachments:** [2017-0278 Ama Pump Station Contract](#)

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

- 57 [2017-0156](#) An ordinance to amend Appendix A St. Charles Parish Zoning Ordinance of 1981, Section X. Exceptions and modifications., to amend E. Outdoor Donation Bins and Collection Receptacles.

**Sponsors:** Mr. Hogan

**Attachments:** [2017-0156 Recommendation at a Glance Outdoor donation bins](#)  
[2017-0156 Minutes 06.01.17 OutdoorCollectionBins\(PZO-2017-03\)](#)  
[2017-0156 LUR PZO 2017-03 Outdoor Donation Bins](#)  
[2017-0156 Memo to PZ \(546\)](#)  
[17-0156-4-26LEGCOMM](#)

### **Legislative History**

4/26/17	Legislative Committee	Discussed.
	Speakers:	
	Mr. Michael Albert, Planning & Zoning Director	
	Mr. Robert Raymond, Legal Services Director	
5/10/17	Council Secretary	Correspondence Sent to the Planning & Zoning Director to initiate the process to have the referenced placed on the June 1, 2017 Planning Commission Agenda.
6/1/17	Department of Planning & Zoning	Recommended Approval to the Planning Commission
6/1/17	Planning Commission	Recommended Approval to the Parish Council
6/5/17	Council Member(s)	Introduced
6/5/17	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
6/19/17	Parish Council	Public Hearing Requirements Not Satisfied

6/19/17	Parish Council	Tabled.
6/19/17	Parish Council	Tabled.
7/10/17	Parish Council	Remained Tabled
7/31/17	Parish Council	Removed from the Table
7/31/17	Parish Council	Motion Failed
7/31/17	Parish Council	Postponed Indefinitely (Council Rule 8) File No. 2017-0156 Postponed Indefinitely per Parish Council Rule 8. #8. Ordinances/Resolutions Which Have Been Tabled [Shall only appear on two (2) subsequent regular meeting Agendas]
8/14/17	Council Member(s)	Introduced
8/14/17	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 61**    [2017-0258](#)    An ordinance to approve and authorize the execution of a Contract by and between the Parish of St. Charles and Debris Tech, LLC for Storm Debris Monitoring 2017, Parish Project No. P170302.

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

**Attachments:**    [2017-0258 Contract](#)  
[2017-0258 P170302 Addendum No.1 Rev](#)  
[2017-0258 Bid Tab](#)

**Legislative History**

8/14/17	Parish President	Introduced
8/14/17	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 75**    [2017-0259](#)    An ordinance to approve and authorize the execution of a Federally Funded Agreement with the State of Louisiana Governor's Office of Homeland Security and Emergency Preparedness for the Hazard Mitigation Grant Program for funding in the amount of \$93,750.00 to install a permanent generator at the East Bank Regional Library in Destrehan.

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

**Attachments:**    [2017-0259 Agreement](#)

**Legislative History**

8/14/17	Parish President	Introduced
8/14/17	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 79**    [2017-0260](#)    An ordinance to authorize the sales by St. Charles Parish for properties located at Lots 11, 12 & Pt. 13 Barreca St., Norco (Barreca Tower Site), Lot 119 Gordon St., Destrehan (Gordon Tower Site), Lot A Diane Pl., St. Rose (Dianne Place Tower Site), and Lots 45 & 47 Gordon St., Destrehan (Gordon Booster Station); and to approve and authorize the attached Listing Agreement with Sperry Van Ness/Gilmore Auction & Realty Company to act as St. Charles Parish's designated agent/auctioneer for the sales.

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

**Attachments:**    [2017-0260 Listing Agreement.Amended.8.10.17 \(004\)](#)

**Legislative History**

8/14/17            Parish President                    Introduced

8/14/17            Parish Council                      Publish/Scheduled for Public Hearing to the Parish Council

- 83**    [2017-0261](#)    An ordinance to approve and authorize the execution of a Professional Services Contract by and between St. Charles Parish and Barowka and Bonura Engineers and Consultants, L.L.C. for FEMA Public Assistance Program Services.

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

**Attachments:**    [2017-0261 Contract - BBEC FEMA PA Program Services Manager](#)

**Legislative History**

8/14/17            Parish President                    Introduced

8/14/17            Parish Council                      Publish/Scheduled for Public Hearing to the Parish Council

- 106**    [2017-0262](#)    An ordinance to approve and authorize the execution of Change Order No. 1 for the West Bank "A" Plant Clarifier Refurbishment (Project No. WWKS 90) to increase the contract time by 90 calendar days and to increase the contract amount by \$117,606.01.

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

**Attachments:**    [2017-0262 Change Order No. 01](#)

**Legislative History**

8/14/17            Parish President                    Introduced

8/14/17            Parish Council                      Publish/Scheduled for Public Hearing to the Parish Council

- 121** [2017-0263](#) An ordinance to approve and authorize the execution of Lease Agreement between St. Charles Parish and Gator Cove Marina II, LLC for a Westbank Boat Launch.
- Sponsors:** Mr. Cochran and Department of Parks and Recreation
- Attachments:** [2017-0263 Boat Launch Lease](#)  
[2017-0263 and 2017-0264 survey map](#)
- Legislative History**
- |         |                  |  |
|---------|------------------|--|
| 8/14/17 | Parish President | Introduced   |
| 8/14/17 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 128** [2017-0264](#) An ordinance approving the Donation of Servitude by Mary Keller wife of/and Neal J. Clulee to St. Charles Parish.
- Sponsors:** Mr. Cochran and Department of Parks and Recreation
- Attachments:** [2017-0264 SERVITUDE OF WAY FOR A ROAD.8.11.17.FINAL](#)  
[2017-0263 and 2017-0264 survey map](#)
- Legislative History**
- |         |                  |  |
|---------|------------------|--|
| 8/14/17 | Parish President | Introduced   |
| 8/14/17 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |
- 131** [2017-0265](#) An ordinance to levy an assessment on the 2017 ad valorem tax bills of property owners that are delinquent in paying outstanding invoices for removal of weeds, grass, etc. in accordance with the St. Charles Parish Code, Chapter 16, Article III, Weeds, Grass, etc. and to levy an assessment on the ad valorem tax bills of property owners that are delinquent in paying outstanding charges incurred for the removal of unsafe structures, trash and debris in accordance with Chapter 16, Article IV, Sec. 16-48(b).
- Sponsors:** Mr. Cochran and Department of Planning & Zoning
- Attachments:** [2017-0265 Ad Valorum Report revised 08142017](#)
- Legislative History**
- |         |                  |  |
|---------|------------------|--|
| 8/14/17 | Parish President | Introduced   |
| 8/14/17 | Parish Council   | Publish/Scheduled for Public Hearing to the Parish Council |

**PERSONS TO ADDRESS THE COUNCIL**

- 155 [2017-0267](#) Mr. Larry Saint-Germain: Construction of media crossing at Houmas Place

**Attachments:** [Petition to Address the Council](#)

**RESOLUTIONS**

- 156 [2017-0279](#) A resolution providing supporting authorization to the Department of Public Works for use of the Inspection Guidance documents for Ashton Plantation Subdivision Phase 2A.

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

**Attachments:** [2017-0279 Ashton Plantation Subdivision Phase 2A - documents](#)

- 162 [2017-0280](#) A resolution providing supporting authorization to the Department of Public Works for use of the Inspection Guidance documents for Audubon Place Subdivision.

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

**Attachments:** [2017-0280 Audubon Place Subdivision - documents](#)

- 170 [2017-0281](#) A resolution authorizing St. Charles Parish to prepare and submit an application to the Louisiana Department of Wildlife and Fisheries (hereinafter the "Department") through the Sport Fish Restoration (Wallop-Breaux) program for assistance in the implementation of the construction of the first phase of the Hwy. 90 Boat Launch; providing for necessary documentation of the need for the construction and providing other matters in connection therewith.

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

- 171 [2017-0282](#) A resolution authorizing St. Charles Parish to prepare and submit an application to the Louisiana Department of Wildlife and Fisheries (hereinafter the "Department") through the Sport Fish Restoration (Wallop-Breaux) program for assistance in the implementation of the construction of the first phase of the Des Allemands Boat Launch; providing for necessary documentation of the need for the construction and providing other matters in connection therewith.

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

**APPOINTMENTS**[2017-0242](#)

A resolution to appoint a member to the Library Service District Board of Control as the District III Representative.

*Council Chairman will accept nominations from the District III Councilmember to fill the vacancy caused by the resignation of the term of Mr. Steven C. Wilson. Unexpired term to begin immediately and expire August 1, 2019. [Deferred from the August 14, 2017 Parish Council Meeting]*

**Legislative History**

7/21/14	Parish Council	Enacted Legislation Mr. Steven C. Wilson appointed to the Library Service District Board of Control on July 21, 2014, per Resolution No. 6091 Term: August 1, 2014 - August 1, 2019
7/31/17	Parish Council	Vacancy Announced
8/14/17	Parish Council	Deferred
8/14/17	Parish Council	Deferred

[2017-0257](#)

Council Ex-Officio Appointment to the Board of Directors of the Arc of St. Charles.

*Council Ex-Officio Appointment to the Board of Directors of the Arc of St. Charles. Council Chairman will accept nominations to fill the vacancy caused by the resignation of the term of Councilwoman Traci A. Fletcher. Unexpired term to begin immediately and expire 1/12/2020 (Term is concurrent with the Governing Authority). [Deferred from the August 14, 2017 Parish Council Meeting]*

**Legislative History**

8/14/17	Parish Council	Deferred
8/14/17	Parish Council	Deferred

172 [2017-0283](#)

A resolution to appoint Lieutenant Sam Zinna to the St. Charles Parish Communications District representing the St. Charles Parish Sheriff's Office.

**Attachments:**

[2017-0283 E-911 Brd. letter-Zinna](#)

*Council will confirm nomination of Lieutenant Sam Zinna by the St. Charles Parish Sheriff's Office. Four year term to begin immediately and expire August 19, 2021.*

**Legislative History**

8/5/13	Parish Council	Enacted Legislation Major Sam Zinna appointed to the St. Charles Parish Communications District on August 5, 2013, per Resolution No. 6009 Term: August 19, 2013 - August 19, 2017
8/18/17	Parish Council	Correspondence Received from Sheriff Champagne advising that (Retired Major) Lt. Sam Zinna will again be representing the Sheriff's Office for a four year term



[2017-0284](#)

A resolution to appoint a member to the Industrial Development Board.

*On Monday, September 18, 2017, Council Chairman will accept nominations to fill the vacancy created by the expiration of the term of Mr. Timothy J. Vial. Six (6) year term to begin October 1, 2017 and expire October 1, 2023.*

Legislative History

9/19/11 Parish Council Enacted Legislation  
Mr. Timothy J. Vial appointed to the Industrial Development Board on September 19, 2011, per Resolution No. 5854  
Term: October 1, 2011 - October 1, 2017

[2017-0285](#)

A resolution to appoint a member to the Industrial Development Board.

*On Monday, September 18, 2017, Council Chairman will accept nominations to fill the vacancy created by the expiration of the term of Mr. Grant M. Dussom. Six (6) year term to begin October 1, 2017 and expire October 1, 2023.*

Legislative History

9/19/11 Parish Council Enacted Legislation  
Mr. Grant M. Dussom appointed to the Industrial Development Board on September 19, 2011, per Resolution No. 5855  
Term: October 1, 2011 - October 1, 2017

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

*HOUSING AUTHORITY: Tuesday, 8/29/17, 6PM, Council Chambers*

*HOSPITAL BOARD: Wednesday, 8/30/17, 10AM, Council Chambers*

*TOWN HALL MEETING: Wednesday, 8/30/17, 6PM, St. Gertrude Catholic Church (Father Mac Building), 17292 Highway 631, Des Allemands, \*\*Discussion: Request for Traffic Signal at Highway 90/LA 632*

*ST. CHARLES PARISH COUNCIL: Monday, 9/5/17, 6PM, Council Chambers*

**\*\*CANCELLED\*\***

*LAFOURCHE BASIN LEVEE DISTRICT: Wednesday, 9/6/17, 6PM, Lafourche Basin Levee District Office, 21380 Highway 20, Vacherie*

*PLANNING & ZONING COMMISSION: Thursday, 9/7/17, 7PM, Council Chambers*

*911 COMMUNICATIONS DISTRICT: Monday, 9/11/17, 5PM, Council Chambers*

*CIVIL SERVICE BOARD: Tuesday, 9/12/17, 6:30PM, Council Chambers*

*COMMUNITY ACTION ADVISORY BOARD: Wednesday, 9/13/17, 7PM, Council Chambers*

*PONTCHARTRAIN LEVEE DISTRICT: Monday, 9/18/17, 6PM, Pontchartrain Levee District Office, 2204 Albert Street, Lutcher*

*ST. CHARLES PARISH COUNCIL: Monday, 9/18/17, 6PM, Council Chambers*

## ANNOUNCEMENTS

*PARISH HOLIDAY: Monday, 9/4/17 - Labor Day*

*Board of Review: Parish Council will be sitting as a Board of Review September 8 – September 22, 2017*

*2017 Assessment List*

*Written or Oral Protests must be received by the Parish Council Office by September 11, 2017 – 4:00 pm*

*St. John The Baptist Family Festival: Sunday, September 17, 2017, St. John The Baptist Catholic Church, Paradis*

*\*\*\*PLEASE NOTE THAT THERE WILL BE A THREE (3) WEEK LAPSE BETWEEN COUNCIL MEETINGS. THE NEXT REGULAR COUNCIL MEETING WILL BE HELD ON MONDAY, SEPTEMBER 18, 2017.*

*Public Hearings to consider the Proposed 2018 Capital and Consolidated Operating Budget:*

*Tuesday, October 24, 2017, 8AM*

*Thursday, October 26, 2017, 6PM*

*Monday, October 30, 2017, 6PM*

## 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.**