



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

### Final

**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**

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Monday, August 28, 2023

6:00 PM

Council Chambers, Courthouse

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### ATTENDANCE

**Present** 8 - Beth A. Billings, Holly Fonseca, Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock, Bob Fisher, and Julia Fisher-Cormier

**Absent** 1 - La Sandra Darensbourg Gordon

### Also Present

Parish President Matthew Jewell, 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, Public Works Director Miles Bingham, Senior Projects Manager Sam Scholle, Grants Officer Carla Chiasson, General Government Buildings Facilities Manager Bob Messerly, Eric Zurcher, Public Information Office

### CALL TO ORDER

### PRAYER / PLEDGE

Pastor Mark Joslin  
New Vision Baptist Church, St. Rose

### APPROVAL OF MINUTES

**A motion was made by Councilmember Fonseca, seconded by Councilmember Fisher, to approve the minutes from the regular meeting of August 14, 2023. The motion carried by the following vote:**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

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

[2023-0220](#)

In Recognition: Matthew Khan Zeringue, Eagle Scout

**Sponsors:** Ms. Darensbourg Gordon

**Read**

[2023-0221](#)

In Recognition: Mason Cole Waits, Eagle Scout

**Sponsors:** Ms. Fisher-Cormier

**Read**

[2023-0222](#)

In Recognition: Nathan Elliot Brevelle, Eagle Scout

**Sponsors:** Ms. Clulee

**Read**

[2023-0223](#)

In Recognition: Major Donald Smith, St. Charles Parish Communications District

**Sponsors:** Mr. Dufrene

**Read**

[2023-0224](#)

Proclamation: "Suicide Prevention Awareness Month"

**Sponsors:** Ms. Clulee

**Read**

[2023-0225](#)

Proclamation: "National Health Center Week"

**Sponsors:** Ms. Darensbourg Gordon

**Read**

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

### [2023-0226](#)

#### Department of Legal Services

Legal Services Director Corey Oubre reported.

Parish President Matthew Jewell spoke on the matter.

Councilwoman Fisher-Cormier spoke on the matter.

Mr. Oubre spoke on the matter.

#### **Reported**

### [2023-0227](#)

#### Grants Office

Grants Officer Carla Chiasson reported.

#### **Reported**

### [2023-0228](#)

#### Parish President Remarks/Report

**Sponsors:** Mr. Jewell

Parish President Matthew Jewell reported.

Councilwoman Clulee spoke on the matter.

Councilman Fisher spoke on the matter.

President Jewell spoke on the matter.

Councilwoman Fonseca spoke on the matter.

#### **Reported**

**IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN BILLINGS 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, SEPTEMBER 11, 2023, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:**

[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

**Publish/Scheduled for Public Hearing to the Parish Council on September 11, 2023**

[2023-0234](#)

An ordinance approving and authorizing the execution of a Contract with Sage Construction, LLC, for the Rathborne Park Development Restroom Facility (Project No. RECRR2023), in the amount of \$351,000.00.

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

**Publish/Scheduled for Public Hearing to the Parish Council on September 11, 2023**

## **PLANNING AND ZONING PETITIONS**

[2023-0214](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from C-1 to R-1A on Lots 1-A and a portion of 2-A as shown on the survey by R.P. Bernard, PLS dated March 19, 1996, 138 & 164 Schexnaydre Lane, Hahnville, as requested by Parish President Matthew Jewell at the recommendation of the Planning and Zoning Department.

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

Reported:

P & Z Department Recommended: Approval

Planning Commission Recommended: Approval

Ms. Marny Stein, Planning and Zoning Coastal Zone Administrator spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 23-8-5

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 23-8-5

[2023-0215](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from R-1A to C-2 on Lots 28, 29, and portions of 30, 31, 32, and 33, Square 4, Goodhope Annex as shown on the survey by Stephen P. Flynn, PLS dated August 11, 2022, 191, 195, and 199 Goodhope Street, Norco, as requested by Malcolm Darensbourg for M.A.D. III, LLC.

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

Reported:

P & Z Department Recommended: Approval

Planning Commission Recommended: Approval

Ms. Marny Stein, Planning & Zoning Coastal Zoning Administrator spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 23-8-6

Council Discussion

Ms. Stein spoke on the matter.

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 23-8-6

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

[2023-0212](#)

An ordinance approving and authorizing the Parish President to execute a Lease Agreement with D.J.V., LLC for the River Parishes Workforce Development Board Office in St. Charles Parish.

**Sponsors:** Mr. Jewell and General Government Buildings

Reported:

General Government Buildings Recommended: Approval  
Chief Administrative Officer Mike Palamone spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 23-8-7

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 23-8-7

[2023-0216](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Alpha Testing and Inspection, Inc., to perform testing services for Road Maintenance 2022-23 (Project No. P220501), in the not to exceed amount of \$40,000.00.

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

Reported:

Public Works Department Recommended: Approval  
Public Works Director Miles Bingham spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 23-8-8

Council Discussion  
Mr. Bingham spoke on the matter.

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 23-8-8

[2023-0218](#)

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 8, Elections, Section 8-2. Visible Voting Precinct Boundaries and Polling Places to merge voting precincts.

**Sponsors:** Ms. Billings, Ms. Fonseca, Ms. Darenbourg Gordon, Ms. Clulee, Mr. Gibbs, Mr. Dufrene, Ms. Bellock, Mr. Fisher and Ms. Fisher-Cormier

Reported:

St. Charles Parish Council Recommended: Approval  
Chairman Billings invited Mr. Josh Manning, representing South Central Planning & Development Commission, to the podium to speak on the matter.  
Mr. Manning spoke on the matter.

Council Discussion

**Public Hearing Requirements Satisfied**

Enactment No: 23-8-9

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darenbourg Gordon

Enactment No: 23-8-9

[2023-0219](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Murray Architects Inc., to perform architectural, conceptual design, and construction management, etc. for the St. Charles Parish Courthouse 1st Floor Renovation (Project No. GBCH023), for a period of 12 months, in the not to exceed amount of \$217,685.00.

**Sponsors:** Mr. Jewell and General Government Buildings

Reported:

General Government Buildings Recommended: Approval  
General Government Buildings Facilities Manager Bob Messerly spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 23-8-10

Council Discussion

Mr. Messerly spoke on the matter.

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 23-8-10

## RESOLUTIONS

### [2023-0230](#)

A resolution approving and authorizing 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 Crawford Canal Sunset Pump Station Bar Screen Expansion (BA-0270) project in Des Allemands.

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

Reported:

Grants Office Recommended: Approval  
Grants Officer Carla Chiasson spoke on the matter.

Public comment opened; no public comment

Council Discussion

Ms. Chiasson spoke on the matter.  
Parish President Matthew Jewell spoke on the matter.

#### **VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6714

### [2023-0232](#)

A resolution approving and authorizing the Parish President to submit an application to the Delta Regional Authority Community Infrastructure Fund for the Murray Hill Drive and Destrehan Drive Drainage Improvement Project.

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

Reported:

Grants Office Recommended: Approval  
Grants Officer Carla Chiasson spoke on the matter.

Public comment opened; no public comment

Parish President Matthew Jewell spoke on the matter.

#### **VOTE ON THE PROPOSED RESOLUTION**



**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6715

[2023-0233](#)

A resolution authorizing the St. Charles Parish President to send certification to GOHSEP waiving any land use regulations relative to permitting for temporary housing and shelter assistance during declared emergencies.

**Sponsors:** Mr. Jewell

Reported:

Parish President Recommended: Approval  
Parish President Matthew Jewell spoke on the matter.

Public comment opened; no public comment

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6716

**APPOINTMENTS**

[2023-0191](#)

A resolution appointing Mr. Michael D. Heath to the St. Charles Parish Communications District representing the St. Charles Parish Council.

**VOTE ON THE APPOINTMENT OF MR. MICHAEL D. HEATH**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6717

[2023-0192](#)

A resolution appointing Mr. Timothy J. Vial to the Industrial Development Board.

**VOTE ON THE APPOINTMENT OF MR. TIMOTHY J. VIAL**

**Yea:** 7 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

**Nay:** 1 - Bellock

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6718

[2023-0193](#)

A resolution appointing Mr. Billy Raymond to the Industrial Development Board.

**VOTE ON THE APPOINTMENT OF MR. BILLY RAYMOND**

**Yea:** 7 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

**Nay:** 1 - Bellock

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6719

Chairman Billings acknowledged Councilwoman Bellock's request to speak. Councilwoman Bellock expressed that changes to the term of boards will open more opportunities for new nominees, as well as new ideas for growth in St. Charles Parish.

**SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL**

[2023-0231](#)

A resolution of the St. Charles Parish Council, acting as the governing authority of the Sunset Drainage District supporting the proposed Intergovernmental Agreement between the State of Louisiana through the Coastal Protection and Restoration Authority Board and St. Charles Parish for the Construction of the Crawford Canal Sunset Pump Station Bar Screen Expansion Project, CPRA Project No. BA-0270.

**Sponsors:** Mr. Jewell, Ms. Billings, Ms. Fonseca, Ms. Darensbourg Gordon, Ms. Clulee, Mr. Gibbs, Mr. Dufrene, Ms. Bellock, Mr. Fisher and Ms. Fisher-Cormier

Chairman Billings stated that the St. Charles Parish Council is now sitting as the governing authority of the Sunset Drainage District:

Reported:

Parish President Recommended: Approval  
Parish President Matthew Jewell invited Senior Projects Manager Sam Scholle to the podium to speak on the matter.  
Mr. Scholle spoke on the matter.

Public comment opened; no public comment

**VOTE ON THE PROPOSED RESOLUTION**

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

Enactment No: 6720

## ADJOURNMENT

A motion was made by Councilmember Bellock, seconded by Councilmember Dufrene, to adjourn the meeting at approximately 7:28 pm. The motion carried by the following vote:

**Yea:** 8 - Billings, Fonseca, Clulee, Gibbs, Dufrene, Bellock, Fisher and Fisher-Cormier

**Nay:** 0

**Absent:** 1 - Darensbourg Gordon

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

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**Michelle Impastato**  
Council Secretary