



# St. Charles Parish

## Meeting Agenda

### Parish Council

**Council Chairman Bob Fisher**  
**Councilmembers Michael A. Mobley, Holly Fonseca,**  
**La Sandra D. Wilson, Heather Skiba, Walter Pilié,**  
**Willie Comardelle, Michelle O'Daniels, Michele deBruler**

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

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Monday, February 5, 2024

6:00 PM

Council Chambers, Courthouse

Final

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### CALL TO ORDER

### PRAYER / PLEDGE

*Pastor Peyton Quinto*  
*First Baptist Church of Luling*

### APPROVAL OF MINUTES

*Regular Meeting – January 22, 2024*

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

[2024-0051](#) In Recognition: Sadie Digirolamo Trosclair, 100th Birthday

**Sponsors:** Mr. Fisher

**Attachments:** [2024-0051 Sadie Digirolamo Trosclair](#)

[2024-0052](#) Proclamation: "Krewe of G-Old Timers Day"

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0052 Krewe of G-Old Timers](#)

[2024-0053](#) Proclamation: "Krewe of Montz Day"

**Sponsors:** Mr. Fisher

**Attachments:** [2024-0053 Krewe of Montz Day](#)

[2024-0054](#) Proclamation: "Hardline Mardi Gras Fest"

**Sponsors:** Ms. Skiba

**Attachments:** [2024-0054 Hardline Mardi Gras Fest](#)

[2024-0055](#) Proclamation: "Krewe of Lul Day"

**Sponsors:** Ms. Skiba

**Attachments:** [2024-0055 Krewe of Lul Day](#)

[2024-0056](#) In Recognition: Mr. Mark Harmon and Mrs. Aleta Harmon - 2024 King and Queen, Krewe of Lul

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0056 Scroll](#)

[2024-0057](#) In Recognition: Mr. James J. Chrisham - 2024 Grand Marshal, Krewe of Lul

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0057 Scroll](#)

[2024-0058](#) Proclamation: "Krewe of Des Allemands Day"

**Sponsors:** Mr. Comardelle

**Attachments:** [2024-0058 Krewe of Des Allemands Day](#)

[2024-0059](#) In Recognition: Mr. Merlin "Little Merlin" Schaubhut and Mrs. Joyce Chiasson Schaubhut - 2024 King and Queen, Krewe of Des Allemands

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0059 Scroll](#)

[2024-0060](#) In Recognition: Ms. Peggy Matherne - 2024 Grand Marshal, Krewe of Des Allemands

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0060 Scroll](#)

[2024-0061](#) In Recognition: Ms. Linda Schaubhut Cunningham - 2024 Grand Marshal, Krewe of Des Allemands

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0061 Scroll](#)

[2024-0062](#) Peanut Butter Collection Drive - Mr. Jarrett Fuselier, AVP Nursing Administrator and Mr. Keith Dacus, CEO, St. Charles Parish Hospital

**Sponsors:** Mr. Fisher

**Attachments:** [2024-0062 Peanut Butter Flyer 2024](#)

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2024-0063](#) German Coast Farmers' Market

[2024-0067](#) Risk Management/Safety

**Attachments:** [2024-0067 Risk Mgmt Presentation](#)

[2024-0068](#) Parish President Remarks/Report

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0068 Parish President Presentation](#)

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

**Monday, February 19, 2024, 6:00 pm, Council Chambers, Courthouse, Hahnville**

[2024-0066](#) An ordinance approving and authorizing the execution of Change Order No. 1 for AHU-5 HVAC System Replacement (Project No. GB-AC-0220), to decrease the contract amount by \$3,034.00.

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

**Attachments:** [Change Order No. 1 for AHU-5 HVAC System Replacement, \(Project No. GB-A](#)

**S\*** [2024-0069](#) An ordinance approving and authorizing the execution of Amendment No. 2 to Ordinance No. 23-5-2 which approved the Professional Services Agreement with Alpha Testing and Inspection, Inc. for additional testing services for the Hydraulic Bottleneck Near Destrehan P.S. No. 2 (Project No. P190507), in the not to exceed amount of \$25,000.00, bringing the overall agreement amount to \$70,000.00.

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

**Attachments:** [2024-0069 Amendment Template - Legal](#)  
[2024-0069 Attachment C-1](#)  
[2024-0069 Resolution](#)

**S\*** [2024-0070](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Triton Controls & Engineering, Inc., to perform engineering services for the Wastewater PLC Upgrade (Project No. S240101), in the amount not to exceed \$156,778.00.

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

**Attachments:** [2024-0070 2023 11 09 Professional Services Agreement + Attachments \(PW E](#)  
[2024-0070 2024 Rate Sheet - St. Charles Parish \(Attachment C-1\)](#)  
[2024-0070 STC Triton Signature](#)

## PLANNING AND ZONING PETITIONS

[2024-0040](#) 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 27A-1, Square 33, New Sarpy Subdivision, 545 W. McAdoo Street, New Sarpy as requested by Kim Trahan and Justin Gonzalez.

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

**Attachments:** [2024-0040 RECOMMENDATIONS AT A GLANCE](#)

[2024-0040 Minutes](#)

[2024-0040 Staff Report](#)

[2024-0040 Survey](#)

[2024-0040 AERIAL](#)

[2024-0040 ZONING](#)

[2024-0040 FLUM](#)

[2024-0040 Application 1](#)

**Legislative History**

11/28/23	Department of Planning & Zoning	Received/Assigned PH
1/11/24	Department of Planning & Zoning	Recommended Denial to the Planning Commission
1/11/24	Planning Commission	Recommended Approval to the Parish Council
1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

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

[2024-0037](#) An ordinance approving and authorizing the execution of a Change Order No. 1 and Final for the Hurricane Ida Repairs and Reconstruction, Department of Waterworks, West Bank Facilities (Project Numbers WWKS 107 and WWKS 108-334) to increase the contract amount by \$4,727.00 and to increase the contract time by 5 calendar days.

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

**Attachments:** [2024-0037 Hurricane Ida Repairs and Reconstruction, WWKS 107 and WWKS](#)

**Legislative History**

1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

[2024-0038](#) An ordinance approving and authorizing the execution of a Professional Services Agreement by and between St. Charles Parish and Barowka and Bonura Engineers and Consultants, L.L.C. for FEMA Public Assistance Program Services.

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

**Attachments:** [2024-0038 2023 Agreement & Attachments A-F - FEMA PA](#)  
[2024-0038 Authority to Execute - BBEC - JB](#)

**Legislative History**

1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

[2024-0046](#) An ordinance approving and authorizing the execution of Change Order No. 2 for Road Maintenance 2022-23 (Project No P220501), to decrease the contract amount by \$137,764.48, and decrease the contract time by sixteen (16) days.

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

**Attachments:** [2024-0046 P220501 Change Order No. 2 Routing Checklist](#)

**Legislative History**

1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

[2024-0047](#) An ordinance approving and authorizing the execution of a Contract with Orion Industrial Construction, LLC for the East Bank Water Intake Platform Repairs (Project No. WWKS 110), in the amount of \$3,185,675.00.

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

**Attachments:** [2024-0047 WWKS110 - Section 00500 Contract](#)  
[2024-0047 East Bank Intake Platform Repairs, WWKS 110, Notice of Intent to A](#)  
[2024-0047 Orion - Corporate Resolution](#)  
[2024-0047 East Itemized Bid Tabulation](#)  
[2024-0047 Signed Bid Tab](#)

**Legislative History**

1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

[2024-0048](#) An ordinance approving and authorizing the execution of Change Order No. 1 for the Hydraulic Bottleneck Near Destrehan P.S. No. 2, (Project No. P190507), to increase the contract amount by \$476,447.31 and increase the contract time by 76 days.

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

**Attachments:** [2024-0048 P190507 Signed Copy of Change Order #1](#)  
[2024-0048 P190507 - Change Order #1 Supporting Documents](#)

**Legislative History**

1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

[2024-0049](#) An ordinance approving and authorizing the execution of a Construction Manager at Risk (CMAR) Pre-Construction Services Agreement (Contract) with Cajun Industries, Inc., for the Engineers Canal Pump Station Improvements (Project No. P220206), in the amount of \$2,550,000.00.

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

**Attachments:** [2024-0049 CMAR Agreement - Legal Review](#)  
[2024-0049 Exhibit A - CMAR General Conditions - Legal Review](#)  
[2024-0049 Exhibit B - Project Program](#)  
[2024-0049 Exhibit C - Preliminary Schedule of Values](#)

**Legislative History**

1/22/24	Parish President	Introduced
1/22/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

## RESOLUTIONS

[2024-0064](#) 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 \$70,000.00 to be utilized for the Odd Fellows Lodge #2842.

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

**Attachments:** [2024-0064 CEA - Unexecuted \(Odd Fellows Lodge\)](#)  
[2024-0064 W9](#)

[2024-0065](#)

A resolution supporting the application for funding of the River Point/River Village Drainage Improvement project through the Louisiana Office of Community Development's FY 2023-2024 Local Government Assistance Program.

**Sponsors:**

Mr. Jewell and Grants Office

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

*CIVIL SERVICE BOARD: Tuesday, 2/6/24, 6:30PM, Council Chambers*  
*LAFOURCHE BASIN LEVEE DISTRICT: Wednesday, 2/7/24, 6PM, Lafourche Basin Levee District Office, 21380 Highway 20, Vacherie*  
*BOARD OF ADJUSTMENT (ZBA): Thursday, 2/15/24, 6PM, Council Chambers*  
*COMMUNICATIONS DISTRICT (911): Monday, 2/19/24, 5PM, 911 Center, 222 Joe Louis Lane, Hahnville*  
*PONTCHARTRAIN LEVEE DISTRICT: Monday, 2/19/24, 6PM, Pontchartrain Levee District Headquarters Complex, 2069 Railroad Avenue, Lutcher*  
*ST. CHARLES PARISH COUNCIL: Monday, 2/19/24, 6PM, Council Chambers*

**ANNOUNCEMENTS**

*KREWE OF MONTZ PARADE: Saturday, 2/10/24, 10AM, Montz*  
*KREWE OF LUL PARADE: Saturday, 2/10/24, 12PM, Luling*  
*KREWE OF DES ALLEMANDS PARADE: Sunday, 2/11/24, 1PM, Des Allemands*

*PARISH HOLIDAY: Monday, 2/12/24 – President's Day (observed)*  
*PARISH HOLIDAY: Tuesday, 2/13/24 – Mardi Gras*

*IMPORTANT DATES FOR THE MARCH 23, 2024 ELECTION:*  
*\*Wednesday, February 21, 2024 - Last Day to Register to Vote in Person or by mail*  
*\*Saturday, March 2, 2024 - Last Day to Register to Vote Online at [geauxvote.com](http://geauxvote.com)*  
*\*Early Voting: Saturday, March 9, 2024 and Monday, March 11 – Saturday, March 16, 2024*  
*8:30 am - 6:00 pm - Westbank – Courthouse, 15045 River Rd. Hahnville; Eastbank – Arterbury Building, 14564 River Rd. New Sarpy*  
*\*Tuesday, March 19, 2024 – Last Day to request Absentee by Mail Ballots*  
*\*Friday, March 22, 2024 - Last day for Registrar to receive voted Absentee Ballot*  
*\*Saturday, March 23, 2024 - Election Day – 7:00 am – 8:00 pm*

**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.**