



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

Final

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

Tuesday, July 5, 2022

6:00 PM

Council Chambers, Courthouse

ATTENDANCE

Present 8 - Beth A. Billings, Holly Fonseca, La Sandra Darensbourg Gordon, Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Bob Fisher, and Julia Fisher-Cormier

Absent 1 - Marilyn B. Bellock

Also Present

Parish President Matthew Jewell, Legal Services Director Corey Oubre, Legal Services Assistant Director Robert Raymond, Chief Administrative Officer Mike Palamone, Director of Communications/Public Information Officer Samantha de Castro, Finance Director Grant Dussom, Emergency Preparedness Acting Jason Tastet, Public Works Assistant Director Brandon Bernard, Senior Projects Manager Sam Scholle, Planning & Zoning Director Michael Albert, Grants Officer Carla Chiasson, R.S.V.P. Director Jeanne Arabie, Eric Zurcher, Public Information Office

CALL TO ORDER

PRAYER / PLEDGE

Pastor Charles Johnson, Sr.
Mount Zion Community Church, Boutte

APPROVAL OF MINUTES

A motion was made by Councilmember Fisher-Cormier, seconded by Councilmember Darensbourg Gordon, to approve the minutes from the regular meeting of June 20, 2022 . The motion carried by the following vote:

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

[2022-0194](#)

In Recognition: Scott M. Galliano, Planning & Zoning Commission

Sponsors: Ms. Fisher-Cormier

Read

[2022-0199](#)

In Recognition: Retired and Senior Volunteer Program (RSVP), serving the River Parishes for the past 45 years

Sponsors: Mr. Jewell

Read

[2022-0200](#)

Confirmation Hearing for Appointment of Director - Department of Emergency Preparedness - Mr. Jason Tastet

Sponsors: Mr. Jewell

Reported:

Parish President Recommended: Approval

Parish President Matthew Jewell spoke on the matter.

Public comment opened; no public comment

Council Discussion

Emergency Preparedness Acting Director Jason Tastet spoke on the matter.

VOTE ON THE CONFIRMATION OF MR. JASON TASTET

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Confirmed

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)[2022-0201](#)

South Louisiana Port Commission

Mr. Paul Matthews, Chief Executive Officer

Parish President Matthew Jewell spoke on the matter.

Mr. Matthews spoke on the matter.

Reported

[2022-0198](#)

Parish President Remarks/Report

Sponsors: Mr. Jewell

Reported

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN FISHER AUTHORIZED THAT THE ORDINANCE, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, IS TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING & ADOPTION TO BE HELD AT THE PUBLIC MEETING ON MONDAY, JULY 18, 2022, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[2022-0197](#)

An ordinance adopting, setting forth, levying and imposing taxes on all property subject to taxation in the Parish of St. Charles, State of Louisiana, as required by Section 23 of Article VII of the Constitution of Louisiana and Revised Statute 47.1705(B) for General Parochial Purposes; constructing, acquiring, maintaining, operating, extending and/or improving levees, facilities and structures associated with outer flood protection systems within the Parish; constructing, maintaining, and operating the Parish Road Maintenance program, Parish Recreation program, Parish Fire Protection, Mosquito Control Program, E-911 Telephone System, Health Unit and Council on Aging program; Council on Aging Program (2); Road Lighting District No. 1; Library Service District No. 1; the ARC of St. Charles; paying any costs associated with acquiring, constructing, improving, maintaining and operating wastewater facilities and systems in the Parish.

Sponsors: Mr. Jewell and Department of Finance

Publish/Scheduled for Public Hearing to the Parish Council on July 18, 2022

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN FISHER 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, JULY 18, 2022, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[2022-0202](#)

An ordinance to approve and authorize the execution of a 3-year Cooperative Endeavor Agreement with the Louisiana Department of Natural Resources (LDNR) for “St. Charles Parish Local Coastal Program Implementation.”

Sponsors: Mr. Jewell, Department of Planning & Zoning and Coastal Zone Management Section

Publish/Scheduled for Public Hearing to the Parish Council on July 18, 2022

[2022-0203](#)

An ordinance to amend Ordinance No. 21-4-5 to approve an Act of Correction to show the servitude area through Lot 83 on the Final Plat of River Road Estates Subdivision Phase I, Hahnville, St. Charles Parish, LA.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on July 18, 2022

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

[2022-0176](#)

An ordinance to levy an assessment on the 2022 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. Jewell and Department of Planning & Zoning

Reported:

P & Z Department Recommended: Approval
Planning & Zoning Director Michael Albert spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 22-7-1

Council Discussion
Mr. Albert spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 22-7-1

[2022-0180](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), in the not to exceed amount of \$316,728.72.

Sponsors: Mr. Jewell and Department of Public Works

Reported:
Department of Public Works Recommended: Approval
Chief Administrative Officer Mike Palamone spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 22-7-2

Council Discussion
Mr. Palamone spoke on the matter.
Parish President Matthew Jewell spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 22-7-2

[2022-0188](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Gaea Consultants, LLC, to perform engineering services for the Clayton's Pond Outfall Improvements (Project No. P220204), in the not to exceed amount of \$141,179.00.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Department of Public Works Recommended: Approval
Chief Administrative Officer Mike Palamone spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 22-7-3

Council Discussion

Mr. Palamone spoke on the matter.
Parish President Matthew Jewell spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 22-7-3

[2022-0189](#)

An ordinance approving and authorizing the execution of Change Order No. 1 for 5th Street Drainage Improvements (Project No. P190506), to decrease the contract amount by \$108,720.00 and increase contract time by 97 days.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Department of Public Works Recommended: Approval
Chief Administrative Officer Mike Palamone spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 22-7-4

Council Discussion

Mr. Palamone spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 22-7-4

[2022-0191](#)

An ordinance to amend the 2022 Consolidated Operating and Capital Budget, Amendment No. 1, to add revenues and transfers totaling \$144,692,633, a reduction of accumulated fund balance of \$814,083 and expenditures, including transfers, totaling \$132,142,332 for all Governmental Funds for the purpose of adjusting beginning 2022 fund balances across all funds to match ending 2021 Final Budget balances and to re-apply various construction, architectural/engineering, and other fees unexpended in 2021 for Parish projects that were not completed during 2021 and apply them to 2022.

Sponsors: Mr. Jewell and Department of Finance

Reported:

Department of Finance Recommended: Approval
Finance Director Grant Dussom spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 22-7-5

VOTE ON THE PROPOSED ORDINANCE

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 22-7-5

[2022-0192](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with CSRS, LLC, to perform planning services for the Judge Edward Dufresne Parkway Extension Project (Project No. P210706), in the not to exceed amount of \$984,850.00.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Department of Public Works Recommended: Approval
Chief Administrative Officer Mike Palamone spoke on the matter.

Public Hearing Requirements Not Satisfied

Chairman Fisher stated a request was made to postpone indefinitely File No. 2022-0192.

A motion was made by Councilmember Darensbourg Gordon, seconded by Councilmember Billings, to Postpone Indefinitely File No. 2022-0192. The motion carried by the following vote:

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Postponed Indefinitely

RESOLUTIONS

[2022-0195](#)

A resolution certifying that St. Charles Parish has complied with the bidding procedures of Louisiana Revised Statutes 38:2211, et. seq., for the construction of the Kellogg Pump Station T-Wall (BA-0244).

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

VOTE ON THE PROPOSED RESOLUTION

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 6647

[2022-0196](#)

A resolution to approve and authorize the execution of a Cooperative Endeavor Agreement between the State of Louisiana and St. Charles Parish for funding to complete the Paul Fredrick and Kinler Street Demolition and Reconstruction project (Facility Planning and Control Project No. 50-J45-21-03).

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

VOTE ON THE PROPOSED RESOLUTION

Yea: 8 - Billings, Fonseca, Darenbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 6648

APPOINTMENTS

[2022-0160](#)

A resolution to appoint Pastor Thomas Hines to the Regional Planning Commission.

VOTE ON THE APPOINTMENT OF PASTOR THOMAS HINES

Yea: 8 - Billings, Fonseca, Darenbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 6649

[2022-0164](#)

A resolution to appoint Mr. Kenny Wenning, Jr. to the St. Charles Parish Communications District representing the St. Charles Parish Council.

VOTE ON THE APPOINTMENT OF MR. KENNY WENNING, JR.

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

Enactment No: 6650

[2022-0179](#)

A resolution to appoint a member to the St. Charles Parish Civil Service Board.

Chairman Fisher requested that File No. 2022-0179 be deferred.

Deferred

ADJOURNMENT

A motion was made by Councilmember Billings, seconded by Councilmember Gibbs, to adjourn the meeting at approximately 7:21 pm. The motion carried by the following vote:

Yea: 8 - Billings, Fonseca, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Fisher and Fisher-Cormier

Nay: 0

Absent: 1 - Bellock

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

**Michelle Impastato
Council Secretary**