



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 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*

Monday, September 25, 2023

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, 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, Planning & Zoning Director Michael Albert, Dayna Parker, Eric Zurcher, Public Information Office

CALL TO ORDER

PRAYER / PLEDGE

Pastor Cody Cunningham
First Baptist Church, Luling

APPROVAL OF MINUTES

A motion was made by Councilmember Fonseca, seconded by Councilmember Fisher, to approve the minutes from the regular meeting of September 11, 2023. 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.)2023-0245

Board of Review

Sponsors: Ms. Billings

As advertised by the Assessor in the official journal, the assessment list has been exposed daily for inspection by the taxpayers and other interested persons for a period of fifteen calendar days. The assessor has certified the assessment list to the council, acting as the board of review, to receive any written or oral complaints from taxpayers desiring to protest their assessment, prior to 4:00 pm on Monday, September 18, 2023.

*****WITHDRAWN***** - *Glazer's Company of LA, 111 Riverbend Blvd, St. Rose, LA*

Mr. Tab Troxler, Assessor, commented on the 2023 Assessment Roll as submitted by the Assessor.

Council Discussion

Councilwoman Clulee spoke on the matter.

Mr. Troxler spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Councilwoman Fisher-Cormier spoke on the matter.

A motion was made by Councilmember Fisher, seconded by Councilmember Darensbourg Gordon, to accept and certify the 2023 Assessment Roll as submitted by the Assessor to the Louisiana Tax Commission. 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

Certified Assessment List**1** 2023-0251

In Recognition: 2023 St. Charles Parish 10U All-Star Baseball State Champions

Sponsors: Mr. Jewell

Read

2 2023-0252

In Recognition: Alaija Thomas

Sponsors: Ms. Bellock

Ms. Tara Wicker, Director of Community Engagement for the TJC Group, spoke on the matter.

Read

3 2023-0253

Proclamation: "National Breast Cancer Awareness Month in St. Charles Parish"

Sponsors: Ms. Bellock

Read

4 2023-0254

Proclamation: "Domestic Violence Awareness Month"

Sponsors: Ms. Billings

Read

5 2023-0255

Proclamation: "National 4-H Week"

Sponsors: Ms. Billings

Read

6 2023-0256

Proclamation: "Fire Prevention Week"

Sponsors: Mr. Jewell

Read

7 2023-0257

Proclamation: United Way Month in St. Charles Parish
Battle for the Paddle Cook-Off

Sponsors: Ms. Fisher-Cormier

Read

8 2023-0258

Proclamation: "Need to Feed Month in St. Charles Parish"

Sponsors: Mr. Gibbs

Councilwoman Clulee spoke on the matter.

Read

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

2023-0259

Civil Service Board/Personnel Office

Dayna Parker, Personnel Officer, reported.

Councilwoman Fonseca spoke on the matter.

Ms. Parker spoke on the matter.

Reported

2023-0260

Parish President Remarks/Report

Sponsors: Mr. Jewell

Parish President Matthew Jewell reported.

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, OCTOBER 9, 2023, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

2023-0261

An ordinance to amend the St. Charles Parish Code of Ordinances, Appendix C. St. Charles Parish Subdivision Regulations of 1981, Section IV. F. Miscellaneous regarding streetlight fixtures by changing the required light fixtures from high pressure sodium to LED and updating the required cash deposit.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on October 9, 2023

2023-0262

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from C-3 to R-1A on an approximately 16.5 acre portion of Tract 11, Ashton Plantation as requested by Louis M. Andolsek, Jr. for Ashton Plantation Estates, LLC.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on October 9, 2023

2023-0263

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 1B1, Square 6, Linda Lou Park Unit 2, 519 Willow Street, Boutte, as requested by Roger Landry.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on October 9, 2023

2023-0264

An ordinance to provide for the installation of "ALL-WAY STOP" signs at the intersection of Stanton Hall Drive, Panther Run, and Nottaway Drive, in Ormond Country Club Estates Subdivision in Destrehan.

Sponsors: Ms. Billings

Publish/Scheduled for Public Hearing to the Parish Council on October 9, 2023

2023-0265

An ordinance approving and authorizing the execution of a Professional Services Agreement with Alpha Testing and Inspection, Inc., to perform testing services for the Des Allemands Bulkhead (Project No. P210601), in the not to exceed amount of \$57,000.00.

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on October 9, 2023

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN BILLINGS 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 TO BE HELD ON , TUESDAY, OCTOBER 31, 2023, 9:00 A.M.; THURSDAY, NOVEMBER 2, 2023, 1:00 P.M.; AND MONDAY, NOVEMBER 6, 2023, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

2023-0121

An ordinance to approve and adopt the appropriation of Funds for the St. Charles Parish Consolidated Operating and Capital Budget for Fiscal Year 2024.

Sponsors: Mr. Jewell and Department of Finance

Publish/Scheduled for Public Hearing to the Parish Council on October 31, 2023

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

9 2023-0250

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc. to perform planning services for the Road Maintenance 2022-23 (Project No. P220501).

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

Council Discussion
Mr. Bingham 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: 23-9-2

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

Chairman Billings stated that Administration requested that File No. 2023-0229 be postponed indefinitely.

Council Discussion
Chief Administrative Officer Mike Palamone spoke on the matter.

Public Hearing Requirements Satisfied

A motion was made by Councilmember Fisher, seconded by Councilmember Fisher-Cormier, to Postpone Indefinitely File No. 2023-0229. 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

ADJOURNMENT


A motion was made by Councilmember Fonseca, seconded by Councilmember Darensbourg Gordon, to adjourn the meeting at approximately 7:42 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

The Parish of St. Charles

2023-0251

September 25, 2023

IN RECOGNITION

WHEREAS, St. Charles Parish Parks and Recreation Department has long held a prominent place in the State of Louisiana and the United States as an outstanding Parish and Recreation Program; and,

WHEREAS, the St. Charles Parish 10U All-Star Baseball Team excelled throughout the 2023 season; and,

WHEREAS, on June 18, 2023, the St. Charles Parish 10U All-Stars took home the gold medal after going undefeated in four games in the USSSA Father's Day Classic at LaSalle Park in Metairie, Louisiana; and,

WHEREAS, the St. Charles Parish 10U All-Stars showed their tenacity and secured a come-from-behind victory to win the USSSA Louisiana State Championship by a score of 19-4 on June 25, 2023, at the Oak Villa Sports Park in Baton Rouge, Louisiana; and,

WHEREAS, members of the St. Charles Parish Council and the Parish President wish to recognize the outstanding performance of members of the 2023 St. Charles Parish 10U All-Star Baseball Team and their Coaches.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY RECOGNIZE

THE 2023 ST. CHARLES PARISH 10U BASEBALL ALL-STARS

Eddie "EJ" Bailey, Aiden Broussard, Cullen Crisham, Cayden Duhon, Jase Ford, Jace Grego, Colt Laborde, Conner Mayeaux, Brody Plaisance, Roel Salazar, Ross Sandras, Ryan Slicker, and Cooper Taravella

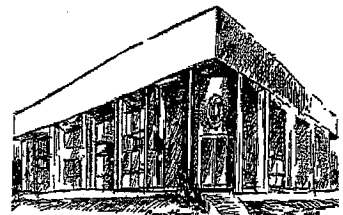
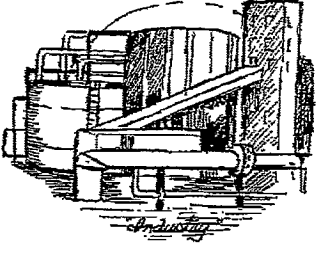
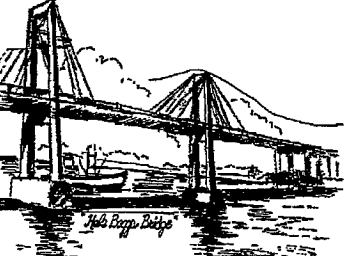
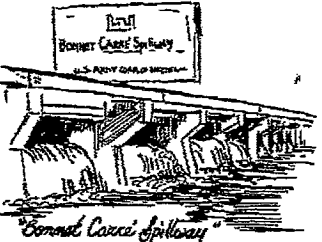
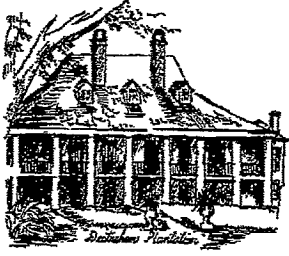
Head Coach: Joshua Plaisance

Assistant Coaches: Colby Broussard and Todd Mayeaux

as

2023 10U BASEBALL LOUISIANA USSSA STATE CHAMPIONS

"PARISH OF PLenty"
created in 1807 from the county of the "German Coast", a parish of unprecedented economic and social development, known for its hospitality, rural living and sporting opportunities... with the added distinction of being located on both sides of the Mighty Mississippi River.



Matthew Jewell
MATTHEW JEWELL
PARISH PRESIDENT
Beth Billings
BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A
Holly Fonseca
HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B
La Sandra Darenbourg Gordon
LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I
Mary K. Clulee
MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

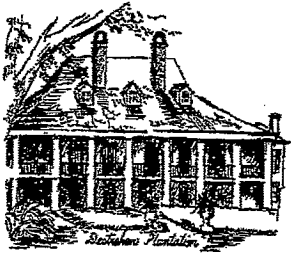
Dick Gibbs
DICK GIBBS
COUNCILMAN, DISTRICT III
Nicky DuFrene
NICKY DUFRENE
COUNCILMAN, DISTRICT IV
Marilyn B. Bellock
MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V
Bob Fisher
BOB FISHER
COUNCILMAN, DISTRICT VI
Julia Fisher-Cormier
JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

The Parish of St. Charles

2023-0252

September 25, 2023

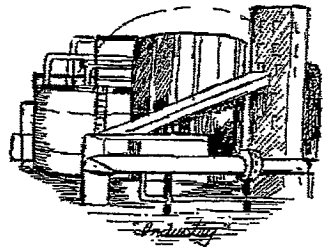
IN RECOGNITION



WHEREAS, Alaija Thomas, is a resident of St. Rose, Louisiana, and a Senior at Destrehan High School where she does design work, photography and content creation for the athletic programs and events; and,



WHEREAS, Alaija is an artist, photographer, graphic designer and CEO of her creative company TopPressure which she founded when she was 13 years old. TopPressure is now in its 5th year; and,



WHEREAS, Alaija helped to formulate a logo for a newly founded initiative known as Hope St. Rose. Hope St. Rose is a diverse group of individuals, organizations, and companies dedicated to developing and implementing a community engagement program to foster positive change and create opportunities for youth in St. Rose; and,

WHEREAS, after graduating, Alaija plans to grow her entrepreneurial empire into a highly successful marketing agency and provide opportunities to her community the same way she was given opportunities in St. Charles Parish.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby express our sincere thanks and appreciation to

ALAIJA THOMAS

"PARISH OF PLACITY"
created in 1807 from the county of the
"German Coast", a parish of
unprecedented economic and social
development, known for its
hospitality, rural living and sporting
opportunities... with the added
distinction of being located
on both sides of the
Mighty Mississippi River.

Matthew Jewell

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PARISH PRESIDENT

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COUNCILMAN, DISTRICT III

Nicky Dufrene

NICKY DUFRENE
COUNCILMAN, DISTRICT IV

Marilyn B. Bellock

MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V

Bob Fisher

BOB FISHER
COUNCILMAN, DISTRICT VI

Julia Fisher-Cormier

JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, *except for skin cancers, breast cancer is the most common type of cancer among women in the United States and is the second leading cause of cancer-related deaths among American women; and,*

WHEREAS, *during the Annual National Breast Cancer Awareness Month, we recognize the progress being made toward a cure for this disease, which robs so many women of their health, and in too many cases their lives; and,*

WHEREAS, *National Breast Cancer Awareness Month (NBCAM) educates women about the importance of early detection for breast cancer, and since their inception, mammography use has doubled, and breast cancer death rates have declined, but many women still do not utilize mammograms at regular intervals; and,*

WHEREAS, *The National Cancer Institute estimates 297,790 American women will be diagnosed with breast cancer this year, but millions of women are surviving the disease thanks in part to early detection and improvements in treatment; and,*

WHEREAS, *regular mammography screenings and monthly self-examinations remain the most effective ways of identifying breast cancer in its earliest and most treatable stages, long before physical symptoms can be seen or felt; and,*

WHEREAS, *to lower the chances of breast cancer we must increase awareness of its risk factors and possible causes; and,*

WHEREAS, *research is one of our best weapons and much of the funding for researching a cure for breast cancer is directed towards clinical trials dedicated to finding new and more effective ways of preventing, detecting, and treating breast cancer.*

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM OCTOBER 2023 AS

**“NATIONAL BREAST CANCER AWARENESS MONTH
IN ST. CHARLES PARISH”**

BE IT FURTHER RESOLVED, ALL WOMEN AND THEIR FAMILIES IN ST. CHARLES PARISH ARE URGED TO GET THE FACTS ABOUT BREAST CANCER AND MAMMOGRAPHY.

BE IT FURTHER RESOLVED, ON THURSDAY, OCTOBER 12, 2023, ST. CHARLES PARISH WILL HAVE A “PAINT THE PARISH PINK DAY” AND URGE ALL CITIZENS TO SHOW THEIR SUPPORT FOR ALL THOSE WHO HAVE BEEN AFFECTED BY CANCER BY COMMEMORATING THIS DAY BY WEARING THE COLOR PINK.

s/MATTHEW JEWELL
MATTHEW JEWELL
PARISH PRESIDENT
s/BETH A. BILLINGS
BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A
s/HOLLY FONSECA
HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B
s/LA SANDRA DARENSBOURG GORDON
LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I
s/MARY K. CLULEE
MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

s/DICK GIBBS
DICK GIBBS
COUNCILMAN, DISTRICT III
s/NICKY DUFRENE
NICKY DUFRENE
COUNCILMAN, DISTRICT IV
ABSENT
MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V
s/BOB FISHER
BOB FISHER
COUNCILMAN, DISTRICT VI
s/JULIA FISHER-CORMIER
JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, all people have the right to live in a safe, accepting, and peaceful environment; and,

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; it consists of psychological, physical, sexual, and emotional abuse to gain and maintain power and control; and,

WHEREAS, we believe that all people thrive more fully in an atmosphere free of fear and violence; however, there exists in our society a system of power, control, and domination which suppresses these rights and perpetrates violence without regards to age, gender, race, and religion; and,

WHEREAS, Metro Centers for Community Advocacy (Metro) and A Safe Space of St. Charles, Domestic Violence Advocacy and Support Program, are non-profit organizations that provide free and confidential services to women, children, teens, and male survivors in the areas of, St. Charles, St. John and St. James Parishes; and,

WHEREAS, these organizations help to enable families to regain their physical and emotional strength with the goal to provide assistance to anyone seeking help and this is accomplished through State, Federal, and Local grant monies as well as tax deductible monetary and material donations; and,

WHEREAS, St. Charles Parish commends Metro and A Safe Space of St. Charles for providing free and confidential services to survivors of trauma; for when survivors become stronger, the community is strengthened. To break the cycle of violence and aid survivors of domestic violence, is the mission of both organizations and is accomplished through advocacy, intervention, empowerment, and transformation.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY IN ACCORDANCE WITH THE NATIONAL DOMESTIC VIOLENCE ORGANIZATION GUIDELINES, DECLARE THE MONTH OF OCTOBER 2023 AS

"DOMESTIC VIOLENCE AWARENESS MONTH"

IN ST. CHARLES PARISH.

BE IT FURTHER RESOLVED, WE THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY URGE EVERYONE TO WEAR PURPLE RIBBONS AND PLANT A WINDMILL GARDEN IN THE MONTH OF OCTOBER TO SHOW SUPPORT TO ALL VICTIMS OF VIOLENCE, AND TO SHOW SUPPORT TO ALL LAW ENFORCEMENT OFFICERS, DISTRICT ATTORNEYS, AND JUDGES WHO DEDICATE THEMSELVES TO FINDING A SOLUTION TO THIS GROWING PROBLEM.

s/MATTHEW JEWELL

MATTHEW JEWELL
PARISH PRESIDENT

s/BETH A. BILLINGS

BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A

s/HOLLY FONSECA

HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B

s/LA SANDRA DARENSBOURG GORDON

LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I

s/MARY K. CLULEE

MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

s/DICK GIBBS

DICK GIBBS
COUNCILMAN, DISTRICT III

s/NICKY DUFRENE

NICKY DUFRENE
COUNCILMAN, DISTRICT IV

ABSENT

MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V

s/BOB FISHER

BOB FISHER
COUNCILMAN, DISTRICT VI

s/JULIA FISHER-CORMIER

JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, the St. Charles Parish Council is proud to honor the 4-H Youth Development Program of the LSU AgCenter Cooperative Extension Service for 114 years of providing experienced-based education to youth throughout the state; and,

WHEREAS, its more than 235,000 urban, suburban, and rural youth participants, ranging in age from eight to nineteen, hail from diverse ethnic and socioeconomic backgrounds and truly represent a cross-section of the state; and,

WHEREAS, the program undoubtedly could not have achieved the success that it has done today were it not for the service of its more than 9,000 volunteers, who have given generously of their time, talents, energies, and resources to the youth of Louisiana; and,

WHEREAS, throughout its proud history, the 4-H program has developed positive role models for countless citizens and through its innovative and inspiring programs, continues to build character and instill the values that have made our state strong and great.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM THE WEEK OF OCTOBER 1 - 7, 2023, AS

“NATIONAL 4-H WEEK”

IN ST. CHARLES PARISH AND COMMEND THE 4-H YOUTH DEVELOPMENT PROGRAM OF THE LSU AGCENTER COOPERATIVE EXTENSION SERVICE AND THE MANY MEN AND WOMEN WHO HAVE MADE THE PROGRAM A SUCCESS.

s/MATTHEW JEWELL

MATTHEW JEWELL

PARISH PRESIDENT

s/BETH A. BILLINGS

BETH A. BILLINGS

COUNCILWOMAN AT LARGE, DIV. A

s/HOLLY FONSECA

HOLLY FONSECA

COUNCILWOMAN AT LARGE, DIV. B

s/LA SANDRA DARENSBOURG GORDON

LA SANDRA DARENSBOURG GORDON

COUNCILWOMAN, DISTRICT I

s/MARY K. CLULEE

MARY K. CLULEE

COUNCILWOMAN, DISTRICT II

National 4-H Week. 2023.pcl.docx

s/DICK GIBBS

DICK GIBBS

COUNCILMAN, DISTRICT III

s/NICKY DUFRENE

NICKY DUFRENE

COUNCILMAN, DISTRICT IV

ABSENT

MARILYN B. BELLOCK

COUNCILWOMAN, DISTRICT V

s/BOB FISHER

BOB FISHER

COUNCILMAN, DISTRICT VI

s/JULIA FISHER-CORMIER

JULIA FISHER-CORMIER

COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, St. Charles Parish is committed to ensuring the safety and security of all those living in and visiting our parish; and,
WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and,
WHEREAS, home fires killed more than 2,800 people in the United States in 2021, according to the National Fire Protection Association®, and fire departments in the United States responded to 338,000 home fires; and,
WHEREAS, nearly 4000 Americans die each year in house fires and over 2000 are severely injured. In only 3 1/2 minutes, the heat from a house fire can reach over 1100 degrees Fahrenheit; and,
WHEREAS, cooking is the leading cause of home fires in the United States and fire departments responded to more than 166,400 annually between 2016 and 2020; and,
WHEREAS, two of every five home fires start in the kitchen with 31% of these fires resulting from unattended cooking; and,
WHEREAS, more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and,
WHEREAS, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire; and,
WHEREAS, house fires cause an average of 2,620 civilian deaths each year. The majority of home fire deaths are caused by smoke inhalation. Every year 500 children (14 and younger) are killed by fire. More than 50% of children ages 5 and younger die while asleep during a fire; and,
WHEREAS, first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and,
WHEREAS, the 2023 Fire Prevention Week theme, "Cooking safety starts with YOU! Pay attention to fire prevention" effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM OCTOBER 8 - 14, 2023, AS

"FIRE PREVENTION WEEK"

IN ST. CHARLES PARISH AND URGE ALL CITIZENS TO CHECK THEIR KITCHENS FOR FIRE HAZARDS AND USE SAFE COOKING PRACTICES DURING FIRE PREVENTION WEEK 2023 AND TO SUPPORT THE MANY PUBLIC SAFETY ACTIVITIES AND EFFORTS OF ST. CHARLES PARISH'S FIRE AND EMERGENCY SERVICES.

s/MATTHEW JEWELL
 MATTHEW JEWELL
 PARISH PRESIDENT
s/BETH A. BILLINGS
 BETH A. BILLINGS
 COUNCILWOMAN AT LARGE, DIV. A
s/HOLLY FONSECA
 HOLLY FONSECA
 COUNCILWOMAN AT LARGE, DIV. B
s/LA SANDRA DARENSBOURG GORDON
 LA SANDRA DARENSBOURG GORDON
 COUNCILWOMAN, DISTRICT I
s/MARY K. CLULEE
 MARY K. CLULEE
 COUNCILWOMAN, DISTRICT II

s/DICK GIBBS
 DICK GIBBS
 COUNCILMAN, DISTRICT III
s/NICKY DUFRENE
 NICKY DUFRENE
 COUNCILMAN, DISTRICT IV
ABSENT
 MARILYN B. BELLOCK
 COUNCILWOMAN, DISTRICT V
s/BOB FISHER
 BOB FISHER
 COUNCILMAN, DISTRICT VI
s/JULIA FISHER-CORMIER
 JULIA FISHER-CORMIER
 COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, *United Way of St. Charles was established in November of 1955, to unite the entire community in a system of volunteers, donors, and agencies, for the purpose of improving the quality and quantity of human care services for the citizens of St. Charles Parish; and,*

WHEREAS, *the United Way of St. Charles serves as a critical link which unites all community participants to build a stronger, healthier, more compassionate St. Charles Parish; and,*

WHEREAS, *business, industry, government, and hundreds of volunteers come together each year in St. Charles Parish to participate in raising the needed financial resources through the Annual United Way Campaign; and,*

WHEREAS, *thousands in St. Charles Parish contribute financial resources that are used to improve the lives of tens of thousands of people by providing funding for basic and emergency needs, health and rehabilitation, financial stability, counseling, education, recreation, and youth and senior services; and,*

WHEREAS, *the St. Charles Parish Council and Parish President wish to join the great people of St. Charles Parish who care about continuing to improve the quality of life for all in our community by supporting the 2023 Annual Campaign of the United Way of St. Charles.*

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM THURSDAY, OCTOBER 5, 2023, AS A DAY OF FUN AND FESTIVITIES FOR ALL IN ST. CHARLES PARISH AND PROCLAIM THE MONTH OF OCTOBER 2023 AS "UNITED WAY OF ST. CHARLES MONTH"

WE URGE ALL CITIZENS IN ST. CHARLES PARISH TO ATTEND THE UNITED WAY OF ST. CHARLES' ANNUAL BATTLE FOR THE PADDLE; A GUMBO AND JAMBALAYA COOK-OFF TO BE HELD OCTOBER 5, 2023, FROM 3:00 PM TO 7:30 PM AT THE EDWARD A. DUFRESNE COMMUNITY CENTER, 274 JUDGE EDWARD DUFRESNE PARKWAY IN LULING.

BE IT FURTHER RESOLVED, THE UNITED WAY FLAG SHALL FLY ON THE GROUNDS OF THE PARISH COURTHOUSE FOR THIS PERIOD AS A CONSTANT REMINDER TO THE GREAT CITIZENS OF OUR PARISH OF THIS IMPORTANT CAUSE. YOU HAVE THE POWER TO CHANGE THE WORLD AROUND YOU. GIVE, ADVOCATE, VOLUNTEER, LIVE UNITED.

s/MATTHEW JEWELL
MATTHEW JEWELL

PARISH PRESIDENT

s/BETH A. BILLINGS
BETH A. BILLINGS

COUNCILWOMAN AT LARGE, DIV. A

s/HOLLY FONSECA
HOLLY FONSECA

COUNCILWOMAN AT LARGE, DIV. B

s/LA SANDRA DARENSBOURG GORDON
LA SANDRA DARENSBOURG GORDON

COUNCILWOMAN, DISTRICT I

s/MARY K. CLULEE
MARY K. CLULEE

COUNCILWOMAN, DISTRICT II

s/DICK GIBBS
DICK GIBBS

COUNCILMAN, DISTRICT III

s/NICKY DUFRENE
NICKY DUFRENE

COUNCILMAN, DISTRICT IV

ABSENT
MARILYN B. BELLOCK

COUNCILWOMAN, DISTRICT V

s/BOB FISHER
BOB FISHER

COUNCILMAN, DISTRICT VI

s/JULIA FISHER-CORMIER
JULIA FISHER-CORMIER

COUNCILWOMAN, DISTRICT VII

PROCLAMATION

WHEREAS, one in six households in Louisiana are at risk of hunger. According to the Community Needs Assessment Survey in St. Charles Parish, nutrition and food pantry services were the second concern citizens had. The Parish has experienced an increase in the need for food in the parish; and,

WHEREAS, the St. Charles Parish Department of Community Services, in partnership with the coalition of food banks throughout the parish, is working together to call attention to the need to restock and maintain adequate food supplies in our local food banks; and,

WHEREAS, food collection sites will be established throughout St. Charles Parish to collect non-perishable foods to be evenly distributed to the local food pantries during the month of October. Saturday, October 21st will be "Need to Feed Day" where there will be a Fun 5K Run/Walk, children's activities, a community blood drive, "Feed a Truck" (vehicles from the area will park for kids of all ages to explore), craft fair, and a help/resource fair, that can help the community; and,

WHEREAS, we try to provide the food needed for the families of St. Charles Parish with food insecurities, we also help families learn how to live healthier lives through nutrition, movement, and safety workshops; and,

WHEREAS, let us all join together to help feed America by starting with the citizens in our own parish.

NOW THEREFORE, BE IT RESOLVED, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM THE MONTH OF OCTOBER 2023 AS

"NEED TO FEED MONTH IN ST. CHARLES PARISH"

AND ENCOURAGE ALL CITIZENS OF ST. CHARLES PARISH TO SUPPORT THE EFFORTS OF THE LOCAL FOOD BANKS RESPONDING TO THE GROWING NEED FOR FOOD SUPPORT TO INDIVIDUALS AND FAMILIES IN ST. CHARLES PARISH.

s/MATTHEW JEWELL

MATTHEW JEWELL
PARISH PRESIDENT

s/BETH A. BILLINGS

BETH A. BILLINGS
COUNCILWOMAN AT LARGE, DIV. A

s/HOLLY FONSECA

HOLLY FONSECA
COUNCILWOMAN AT LARGE, DIV. B

s/LA SANDRA DARENSBOURG GORDON

LA SANDRA DARENSBOURG GORDON
COUNCILWOMAN, DISTRICT I

s/MARY K. CLULEE

MARY K. CLULEE
COUNCILWOMAN, DISTRICT II

s/DICK GIBBS

DICK GIBBS
COUNCILMAN, DISTRICT III

s/NICKY DUFRENE

NICKY DUFRENE
COUNCILMAN, DISTRICT IV

ABSENT

MARILYN B. BELLOCK
COUNCILWOMAN, DISTRICT V

s/BOB FISHER

BOB FISHER
COUNCILMAN, DISTRICT VI

s/JULIA FISHER-CORMIER

JULIA FISHER-CORMIER
COUNCILWOMAN, DISTRICT VII

2023-0250

**INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT
(DEPARTMENT OF PUBLIC WORKS)**

ORDINANCE NO. 23-9-2

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc. to perform planning services for the Road Maintenance 2022-23 (Project No. P220501).

WHEREAS, Ordinance No. 22-7-2 adopted on July 5, 2022, by the St. Charles Parish Council, approved and authorized the execution of Professional Services Agreement with Digital Engineering & Imaging, Inc. for providing all necessary professional engineering services for the Road Maintenance 2022-23 (Project No. P220501); and,

WHEREAS, the Professional Services Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc. needs to be amended to add other related projects listed below (total engineering and inspection):

<u>Project</u>	<u>Total Price</u>
Additional Asphalt Maintenance	\$126,205.00
Concrete Maintenance 2023-24 (P230803)	\$211,740.00
Willowdale Turn Lane (P230804)	\$98,235.00

WHEREAS, St. Charles Parish and Digital Engineering & Imaging, Inc. have mutually agreed to an increase of the above referenced related projects in the total amount of \$436,180.00; and,

WHEREAS, Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc., describes the details of the proposed services and compensation.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Amendment No. 1 to the Professional Services Agreement with Digital Engineering & Imaging, Inc., for additional Engineering and Resident Inspection for the Road Maintenance 2022-23 (Project No. P220501), and additional related projects, in the total amount of \$436,180.00 is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Amendment on behalf of the St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: BILLINGS, FONSECA, DARENSBOURG GORDON, CLULEE, GIBBS,
DUFRENE, FISHER, FISHER-CORMIER

NAYS: NONE

ABSENT: BELLOCK

And the ordinance was declared adopted this 25th day of September, 2023, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: *Bob Billings*

SECRETARY: *Michelle Dupont*

DLVD/PARISH PRESIDENT: September 26, 2023

APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: *Matthew Jewell*

RETD/SECRETARY: September 27, 2023

AT: 9:40 am RECD BY: *[Signature]*

**AMENDMENT NO. 1
TO
PROFESSIONAL SERVICES AGREEMENT
FOR ROAD MAINTENANCE 2022-23**

THIS AMENDMENT NO. 1 is made and entered into on this ____ day of _____, 2023;

BY AND BETWEEN:

ST. CHARLES PARISH, represented herein by its duly authorized Parish President, Matthew Jewell, (hereafter sometimes referred to as "OWNER"), and

DIGITAL ENGINEERING & IMAGING, INC (DEI), represented herein by Frank T. Liang, P.E., duly authorized by Corporate Resolution attached hereto (hereafter sometimes referred to as "CONSULTANT"):

WHEREAS, On July 5, 2022 the St. Charles Parish Council approved Ordinance No. 22-7-2 to authorize an Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc. for the design of the Road Maintenance 2022-23 Program (Parish Project No. P220501) in the not to exceed amount of \$316,728.72; and,

WHEREAS, St. Charles Parish requested of DEI and have mutually agreed to expand the current Road Maintenance 2022-23 (Parish Project No. P220501) construction with additional roads in the lump sum amount of \$61,955.00 and a Resident Inspection of a not to exceed amount of \$64,250.00; and,

WHEREAS, St. Charles Parish requested of DEI and have mutually agreed to perform design and subsequent construction management of the Concrete Maintenance Program 2023-24 (Parish Project No. P230803) a program for maintenance of concrete roads within the Parish for a lump sum amount of \$120,140.00 and a Resident Inspection of a not to exceed amount of \$91,600.00; and,

WHEREAS, St. Charles Parish requested of DEI and have mutually agreed to perform design and subsequent construction management of the Willowdale Turn Lane (Parish Project No. P230804; formerly P160302-2A) a lump sum fee of \$50,135.00 and a Resident Inspection of a not to exceed amount of \$48,100.00 to complete the work.

ATTACHEMENT "A" PROJECT SCOPE under "The Scope of Work is as follows"

Add the following section:

Consultant is to perform design, construction management, and resident inspection for the Willowdale Turn Lane, Project No. P230804.

ATTACHMENT "B" PROJECT SCHEDULE

The Project Schedule shown for Road Maintenance 2022-23 shall be used for both the Concrete Maintenance 2023-24 (P230803) and Willowdale Turn Lane (P230804).

ATTACHMENT "C" and "C-1" PROJECT COMPENSATION

Delete entire Attachment "C" and Appendix "C-1"; and replace with the attached.

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this _____ day of _____, 2023.

Witnesses:

Henry Morgan

Billy Raymond

ST. CHARLES PARISH

By: *Matthew Jewell*

Matthew Jewell
Parish President

Date: 9/27/2023

DIGITAL ENGINEERING & IMAGING, INC.

By: _____

Frank T. Liang, P.E.

Date: _____

ATTACHMENT "C"
PROJECT COMPENSATION

ROAD MAINTENANCE 2022-23
Projects No. P220501

OWNER shall pay CONSULTANT at an hourly rate in a not to exceed amount for each year as listed below.

Road Manuals for 2022	\$79,589.82
Road Manuals for 2023	\$56,406.90

OWNER shall pay CONSULTANT on a Not to Exceed basis for Basic Services for creation of plans and specifications for Road Maintenance, if authorized, set forth in Attachment A as follows:

- a. The total compensation for Basic Services as described in Attachment A is estimated to be \$108,000 based on the following estimated distribution of compensation:
 1. Preliminary Design Phase (30%) \$32,400
 2. Final Design Phase (40%) \$43,200
 3. Bid Phase (5%) \$5,400
 4. Construction Phase (25%) \$27,000

CONSULTANT may, with OWNER's consent, alter the distribution of compensation between individual phases of the Work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by OWNER.

The amounts billed for CONSULTANT's services under this Agreement will be based on the cumulative hours charged to the Project during the billing period by each class of CONSULTANT's employees times Standard Hourly Rates for each applicable billing class, plus CONSULTANT's SUBCONSULTANT's charges.

The Standard Hourly Rates charged by CONSULTANT constitute full and complete compensation for CONSULTANT's services, including labor costs, overhead, and profit; the Standard Hourly Rates do not include CONSULTANT's SUBCONSULTANT's charges.

CONSULTANT's Standard Hourly Rates are attached to this Agreement as Appendix C-1.

OWNER shall pay CONSULTANT on an hourly not to exceed basis for Additional Services set forth in Attachment A, if requested, to provide help in logging road cores within Owner's GIS program in the amount of \$9,732.

OWNER shall pay CONSULTANT for Resident Project Representative Basic Services as follows:

Resident Project Representative Services: For services of CONSULTANT's Resident Project Representative, if requested, as outlined in Part 2.D. of Attachment A, a total amount not to exceed of \$63,000.00, at the hourly rate as listed in Appendix C-1.

Resident Project Representative Schedule: The total amount set forth above is based on full-time RPR services on an eight hour workday Monday through Friday over a 160-day construction schedule.

CONCRETE ROAD MAINTENANCE 2023-24

Project No. P230803

OWNER shall pay CONSULTANT a Not to Exceed basis for Basic Services for creation of plans and specifications for Concrete Road Maintenance 2023-24 (Parish Project No. P230802), if authorized, set forth in Attachment A as follows:

- a. The total compensation for Basic Services as described in Attachment A is estimated to be \$120,140.00 based on the following estimated distribution of compensation:

1. Selection Phase	\$7,000.00
2. Design Phase	\$60,235.00
3. Bid Phase	\$11,420.00
4. Construction Phase	\$41,485.00

CONSULTANT may, with OWNER's consent, alter the distribution of compensation between individual phases of the Work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by OWNER.

CONSULTANT's Standard Hourly Rates are attached to this Agreement as Appendix C-1.

OWNER shall pay CONSULTANT for Resident Project Representative Additional Services as follows:

Resident Project Representative Services: For services of CONSULTANT's Resident Project Representative, if requested, as outlined in Part 2.D. of Attachment A, a total amount not to exceed of \$87,500.00, at the hourly rate as listed in Appendix C-1 and a travel amount of \$0.65 per mile with a maximum allowance of \$4,100.00.

Resident Project Representative Schedule: The total amount set forth above is based on full-time RPR services on an eight hour workday Monday through Friday over a 120-day construction schedule.

ROAD MAINTENANCE 2022-23

ADDITIONAL ROADS

OWNER shall pay CONSULTANT a Not to Exceed basis for Basic Services for selecting additional roads for maintenance as part of the current Road Maintenance 2022-23 (Parish Project No. P220501), if authorized, set forth in Attachment A as follows:

- b. The total compensation for Basic Services as described in Attachment A is estimated to be \$61,955.00 based on the following estimated distribution of compensation:

- | | |
|--------------------------------|-------------|
| 1. Selection Phase | \$5,075.00 |
| 2. Design Phase | \$26,555.00 |
| 3. Amendment Coordination | \$5,310.00 |
| 4. Construction Administration | \$25,015.00 |

CONSULTANT may, with OWNER's consent, alter the distribution of compensation between individual phases of the Work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by OWNER.

CONSULTANT's Standard Hourly Rates are attached to this Agreement as Appendix C-1.

OWNER shall pay CONSULTANT for Resident Project Representative Basic Services as follows:

Resident Project Representative Services: For services of CONSULTANT's Resident Project Representative, if requested, as outlined in Part 2.D. of Attachment A, an additional amount not to exceed of \$60,750.00 (a total limit of \$123,750.00), at the hourly rate as listed in Appendix C-1 and a travel amount of \$0.65 per mile with a maximum allowance of \$3,500.00.

Resident Project Representative Schedule: The total amount set forth above is based on full-time RPR services on an eight hour workday Monday through Friday over a 90-day additional construction schedule.

WILLOWDALE TURN LANE

Project No. P230804

OWNER shall pay CONSULTANT a Lump Sum basis for Basic Services for creation of plans and specifications for Willowdale Turn Lane (Parish Project No. P230804), if authorized, set forth in Attachment A as follows:

- c. The total compensation for Basic Services as described in Attachment A is estimated to be \$50,135.00 based on the following estimated distribution of compensation:
- | | |
|-----------------------|-------------|
| 1. Design Phase | \$27,775.00 |
| 2. Bid Phase | \$7,215.00 |
| 3. Construction Phase | \$15,145.00 |

CONSULTANT may, with OWNER's consent, alter the distribution of compensation between individual phases of the Work noted herein to be consistent with services actually rendered.

CONSULTANT's Standard Hourly Rates are attached to this Agreement as Appendix C-1.

OWNER shall pay CONSULTANT for Resident Project Representative Additional Services as follows:

Resident Project Representative Services: For services of CONSULTANT's Resident Project Representative, if requested, as outlined in Part 2.D. of Attachment A, a total amount not to exceed of \$47,500.00, at the hourly rate as listed in Appendix C-1 and a travel amount of \$0.65 per mile with a maximum allowance of \$600.00.

Resident Project Representative Schedule: The total amount set forth above is based on full-time RPR services on an eight hour workday Monday through Friday over a 60-day construction schedule.

Appendix C-1

2023/24 DIGITAL ENGINEERING BASIC RATE SCHEDULE

<u>Labor Category</u>	<u>Billing Rate</u>
Principal Officer	\$285.00
Principal Engineer	\$235.00
Sr. Professional Engineer	\$225.00
Supervising Professional Engineer	\$210.00
Professional Engineer III	\$175.00
Professional Engineer II	\$150.00
Professional Engineer I	\$135.00
Engineering Intern II	\$125.00
Engineering Intern I	\$115.00
Sr. Technician/Designer	\$150.00
CAD Technician II	\$125.00
CAD Technician I	\$110.00
Sr. Construction Manager	\$140.00
Construction Manager	\$110.00
Sr. Construction Inspector	\$115.00
Construction Inspector	\$100.00
Senior Project Administrator	\$120.00
Administrative/Clerical II	\$85.00
Administrative/Clerical I	\$60.00

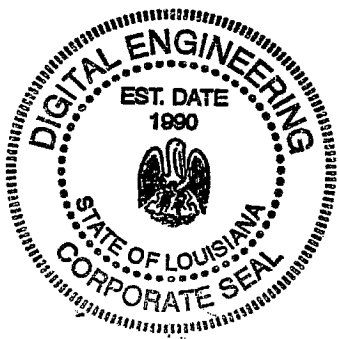
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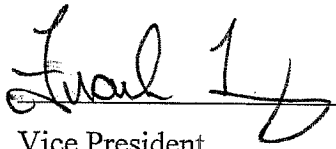
BE IT RESOLVED by the Board of Directors of Digital Engineering & Imaging, Inc., a corporation organized and existing under the laws of the State of Louisiana, and domiciled in the City of Kenner, that Kurt M. Evans, P.E., CEO of the Corporation, L. Bruce Newton, President, Frank T. Liang, Vice President, Robert J. Delaune Jr, Vice President, David G. LeBreton Jr, Vice President, Andrew K. Woodroof, Vice President and Fannie Marcotte-Bennett, Vice President of the Corporation be, and are hereby authorized and empowered to execute any and all contracts of whatever kind on behalf of the Corporation for engineering consulting services.

CERTIFICATE

I, Frank T. Liang, Vice President of Digital Engineering & Imaging, Inc. do hereby certify that the foregoing resolution is a true and exact copy unanimously adopted by the Board of Directors of said corporation at a meeting thereof legally held on the 9th day of December 2022; that said resolution is duly entered into the records of said corporation; that it has not been rescinded or modified; and that it is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said corporation this 23rd day of January, 2023




Vice President