



St. Charles Parish

Meeting Agenda

Parish Council

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

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

Monday, August 28, 2023

6:00 PM

Council Chambers, Courthouse

Final

CALL TO ORDER

PRAYER / PLEDGE

Pastor Mark Joslin
New Vision Baptist Church, St. Rose

APPROVAL OF MINUTES

Regular Meeting – August 14, 2023

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 [2023-0220](#) In Recognition: Matthew Zhan Zeringue, Eagle Scout

Sponsors: Ms. Darensbourg Gordon

Attachments: [Eagle Scout Matthew Zeringue](#)
 [2023-0220 Matthew Khan Zeringue](#)

2 [2023-0221](#) In Recognition: Mason Cole Waits, Eagle Scout

Sponsors: Ms. Fisher-Cormier

Attachments: [Eagle Scout Mason Waits](#)
 [2023-0221 Mason Cole Waits](#)

3 [2023-0222](#) In Recognition: Nathan Elliot Brevelle, Eagle Scout

Sponsors: Ms. Clulee

Attachments: [Eagle Scout Nathan Brevelle](#)
 [2023-0222 Nathan Elliot Brevelle](#)

- 4 [2023-0223](#) In Recognition: Major Donald Smith, St. Charles Parish Communications District
- Sponsors:** Mr. Dufrene
- Attachments:** [2023-0223 Major Donald Smith](#)
- 5 [2023-0224](#) Proclamation: “Suicide Prevention Awareness Month”
- Sponsors:** Ms. Clulee
- Attachments:** [2023-0224 Suicide Prevention Awareness Month](#)
- 6 [2023-0225](#) Proclamation: “National Health Center Week”
- Sponsors:** Ms. Darenbourg Gordon
- Attachments:** [2023-0225 National Health Center Week](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2023-0226](#) Department of Legal Services
- [2023-0227](#) Grants Office
- [2023-0228](#) Parish President Remarks/Report
- Sponsors:** Mr. Jewell

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, September 11, 2023, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 7 [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
- Attachments:** [2023-0229 P210202 Testing - Professional Services Contract & Attachments](#)
[2023-0229 Primrose - Attachment C-1](#)
[2023-0229 Resolution](#)

PLANNING AND ZONING PETITIONS

- 23** [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

Attachments: [2023-0214 RECOMMENDATIONS AT A GLANCE](#)

[2023-0214 Minutes](#)

[2023-0214 Staff Report](#)

[2023-0214 Survey](#)

[2023-0214 AERIAL](#)

[2023-0214 ZONING](#)

[2023-0214 FLUM](#)

Legislative History

7/5/23	Department of Planning & Zoning	Received/Assigned PH
8/3/23	Department of Planning & Zoning	Recommended Approval to the Planning Commission
8/3/23	Planning Commission	Recommended Approval to the Parish Council
8/14/23	Parish President	Introduced
8/14/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 35** [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

Attachments: [2023-0215 RECOMMENDATIONS AT A GLANCE](#)

[2023-0215 Minutes](#)

[2023-0215 Staff Report](#)

[2023-0215 Survey](#)

[2023-0215 AERIAL](#)

[2023-0215 ZONING](#)

[2023-0215 FLUM](#)

[2023-0215 Application page 1](#)

Legislative History

6/7/23	Department of Planning & Zoning	Received/Assigned PH
8/3/23	Department of Planning & Zoning	Recommended Approval to the Planning Commission
8/3/23	Planning Commission	Recommended Approval to the Parish Council
8/14/23	Parish President	Introduced
8/14/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

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

- 48** [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

Attachments: [2023-0212 DJV Agreement](#)

Legislative History

8/14/23	Parish President	Introduced
8/14/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 60** [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

Attachments: [2023-0216 Corrected Agreement - Road Maintenance 2022-23](#)
[2023-0216 Attachment C-1 SCP Road Maintenance 2023](#)
[2023-0216 Corporate Resolution Alpha Testing](#)

Legislative History

8/14/23	Parish President	Introduced
8/14/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 75** [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

Legislative History

8/14/23	Council Member(s)	Introduced
8/14/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 77** [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

Attachments: [2023-0219 COC - Murray Architects 1st floor Contract](#)
[2023-0219 Corporate Resolution](#)

Legislative History

8/14/23	Parish President	Introduced
8/14/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

RESOLUTIONS

- 97 [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

Attachments: [2023-0230 Crawford Canal - Sunset Pump Station IGA Draft to Parish clean](#)

- 130 [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

- 131 [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

APPOINTMENTS**132** [2023-0191](#)

A resolution appointing a member to the St. Charles Parish Communications District representing the St. Charles Parish Council.

Council will confirm nomination to the St. Charles Parish Communications District representing the St. Charles Parish Council to fill the vacancy caused by the resignation of the term of Mr. Kenny Wenning Jr. Unexpired term to begin immediately and expire August 19, 2026. [Deferred from the July 31, 2023 Parish Council Meeting]

Nominee: Mr. Michael D. Heath

Legislative History

7/5/22	Parish Council	Enacted Legislation
	Mr. Kenny Wenning Jr. appointed to the St. Charles Parish Communications District on July 5, 2022, per Resolution No. 6650	
	Term: August 19, 2022 - August 19, 2026	
7/31/23	Parish Council	Deferred
	Councilman Fisher stated that File No. 2023-0191 will be deferred to the August 14, 2023 council meeting.	
8/14/23	Parish Council	Nomination(s) Accepted
	Nominee:	
	Councilman Fisher nominated Mr. Michael Heath	
8/14/23	Parish Council	Close Nomination(s) for
8/14/23	Parish Council	Nomination(s) Closed

137 [2023-0192](#)

A resolution appointing a member to the Industrial Development Board.

Council will confirm nomination to the Industrial Development Board to fill the vacancy created by the expiration of the term of Mr. Timothy J. Vial. Six (6) year term to begin October 1, 2023 and expire October 1, 2029.

Nominees: Mr. Timothy J. Vial

Ms. Jahida L. Lewis-Crawford

Legislative History

10/2/17	Parish Council	Enacted Legislation
	Mr. Timothy J. Vial appointed to the Industrial Development Board on October 2, 2017, per Resolution No. 6311	
	Term: October 1, 2017 - October 1, 2023	
7/31/23	Parish Council	Vacancy Announced
8/14/23	Parish Council	Nomination(s) Accepted
	Nominees:	
	Councilwoman Fonseca nominated Mr. Timothy J. Vial	
	Councilwoman Bellock nominated Ms. Jahida Lewis-Crawford	
8/14/23	Parish Council	Close Nomination(s) for
8/14/23	Parish Council	Nomination(s) Closed

149 [2023-0193](#) A resolution appointing a member to the Industrial Development Board.

Council will confirm nomination to the Industrial Development Board to fill the vacancy created by the expiration of the term of Mr. Billy Raymond. Six (6) year term to begin October 1, 2023 and expire October 1, 2029.

Nominee: Mr. Billy Raymond

Legislative History

10/2/17	Parish Council	Enacted Legislation
	Mr. Billy Raymond appointed to the Industrial Development Board on October 2, 2017, per Resolution No. 6312	
	Term: October 2, 2017 - October 1, 2023	
7/31/23	Parish Council	Vacancy Announced
8/14/23	Parish Council	Nomination(s) Accepted
	Nominee: Councilwoman Fonseca nominated Mr. Billy Raymond	
8/14/23	Parish Council	Close Nomination(s) for
8/14/23	Parish Council	Nomination(s) Closed

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

HOUSING AUTHORITY: Tuesday, 8/29/23, 6PM, Council Chambers

HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 8/30/23, 2PM, Council Chambers

LAFOURCHE BASIN LEVEE DISTRICT: Wednesday, 9/6/23, 6PM, Lafourche Basin Levee District Office, 21380 Highway 20, Vacherie

PLANNING & ZONING COMMISSION: Thursday, 9/7/23, 6PM, Council Chambers

COMMUNICATIONS DISTRICT (911): Monday, 9/11/23, 5PM, 911 Center, 222 Joe Louis Lane, Hahnville

ST. CHARLES PARISH COUNCIL: Monday, 9/11/23, 6PM, Council Chambers

ANNOUNCEMENTS

PARISH HOLIDAY: Monday, September 4, 2023 - Labor Day

IMPORTANT DATES FOR THE OCTOBER 14, 2023 ELECTION

**Wednesday, September 13, 2023 – Last Day to register to Vote in person or by mail*

**Saturday, September 23, 2023 – Last Day to register to Vote online at geauxvote.com*

**Tuesday, October 10, 2023 – Last Day to request Absentee by Mail Ballots*

**Early Voting: Saturday, September 30, 2023, Monday, October 2 – Saturday, October 7, 2023*

8:30 am - 6:00 pm - Westbank – Courthouse, 15045 River Rd. Hahnville; Eastbank – Arterbury Building, 14564 River Rd. New Sarpy

**Friday, October 13, 2023 - Last day for Registrar to receive voted Absentee Ballot*

**Saturday, October 14, 2023 - Election Day – 7:00 am – 8:00 pm*

Board of Review: Parish Council will be sitting as a Board of Review September 11 – September 25, 2023

2023 Assessment List

Written or Oral Protests must be received by the Parish Council Office by September 18, 2023 – 4:00 pm

Public Hearings to consider the Proposed 2024 Capital and Consolidated Operating Budget:

Tuesday, October 31, 2023, 9AM

Thursday, November 2, 2023, 1PM

Monday, November 6, 2023, 6PM

SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL

153 [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

Attachments:

[Public Notice Sunset Drainage District - August 28, 2023 Meeting Notice](#)

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.