



# 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, April 15, 2024

6:00 PM

Council Chambers, Courthouse

Final

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### CALL TO ORDER

### PRAYER / PLEDGE

*Reverend Marilyn Diggs*  
*Mount Zion Community Church, Boutte*

### APPROVAL OF MINUTES

*Regular Meeting – April 1, 2024*

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

- 1     [2024-0138](#)     Proclamation: “National Day of Prayer”  
**Sponsors:**     Mr. Jewell  
**Attachments:**   [2024-0138 National Day of Prayer](#)
  
- 2     [2024-0139](#)     In Recognition: Jerry Davis, 2023 St. Charles Parish Civil Service  
Employee of the Year  
**Sponsors:**     Mr. Fisher, Mr. Mobley, Ms. Fonseca, Ms. Wilson, Ms. Skiba, Mr. Pilié, Mr. Comardelle,  
Ms. O'Daniels, Ms. deBruler and Mr. Jewell  
**Attachments:**   [2024-0139 Jerry Davis](#)
  
- 3     [2024-0140](#)     Proclamation: Trash Bash Cleanup Day in St. Charles Parish  
**Sponsors:**     Mr. Jewell  
**Attachments:**   [2024-0140 Trash Bash Clean Up Day in SCP](#)
  
- 4     [2024-0141](#)     Proclamation: “Older Americans Month”  
**Sponsors:**     Mr. Jewell  
**Attachments:**   [2024-0141 Older Americans Month](#)

- 5     [2024-0142](#)     Proclamation: “Flood Risk Awareness Month in St. Charles Parish”  
**Sponsors:**     Ms. Fonseca  
**Attachments:**   [2024-0142 Flood Risk Awareness Month in SCP](#)
- 6     [2024-0143](#)     Proclamation: “Little Red Church Festival Weekend”  
**Sponsors:**     Ms. Wilson  
**Attachments:**   [2024-0143 Little Red Church Festival Weekend](#)
- 7     [2024-0144](#)     Proclamation: “Bayou Des Allemands Blessing of the Fleet Day”  
**Sponsors:**     Mr. Comardelle  
**Attachments:**   [2024-0144 Bayou Des Allemands Bessing of the Fleet Day](#)
- 8     [2024-0145](#)     Proclamation: “ALS Awareness Month in St. Charles Parish”  
**Sponsors:**     Mr. Fisher  
**Attachments:**   [2024-0145 ALS Awareness Month in SCP](#)

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2024-0152](#)     Information Technology
- [2024-0146](#)     Parish President Remarks/Report  
**Sponsors:**     Mr. Jewell

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

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

- 9     [2024-0137](#)     An ordinance approving and authorizing the execution of Change Order No. 2 (Final) for the Ellington Structures-Kellogg Pump Station T-Wall Project No. P080905-5F, CPRA Project No. BA-0244, as part of the West Bank Hurricane Protection Levee Project, to decrease the contract amount by \$76,103.06 and decrease the contract time by forty-one (41) days.  
**Sponsors:**     Mr. Jewell and Department of Public Works  
**Attachments:**   [2024-0137 Kellogg T-Wall Final Change Order](#)  
                          [2024-0137 Letter](#)

- 29 [2024-0151](#) An ordinance approving and authorizing the execution of a Lease Agreement between the St. Charles Parish School Board and St. Charles Parish Department of Parks and Recreation for the use of various school sites for recreational purposes.

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

**Attachments:** [2024-0151 Lease Agreement SCPPS and SCPG 031824 \(002\)](#)  
[2024-0151 Exhibit 1 Recreation Sites Used 031824](#)  
[2024-0151 Recreation Department Assigned Responsibilities 031824](#)

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

- 36 [2024-0135](#) An ordinance approving and authorizing the execution of an Agreement with the St. Charles Parish Department of Community Services and the St. Charles Parish School Board for a Summer Food Service Program from May 31, 2024 through July 12, 2024 (31 days).

**Sponsors:** Mr. Jewell and Department of Community Services

**Attachments:** [2024-0135 Summer Feeding Contract 2024 2-16-24](#)  
[2024-0135 2024Summerfoodordinancenarrative](#)

**Legislative History**

4/1/24	Parish President	Introduced
4/1/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 41 [2024-0136](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with Grace Hebert Curtis Architects, LLC, to perform architectural services for the St. Charles Parish Library Hahnville Branch, in the amount not to exceed \$387,941.00.

**Sponsors:** Mr. Jewell

**Attachments:** [2024-0136 2024 03 15 - SCP Hahnville Library - Legal Review](#)  
[2024-0136 Consent of Authorized Signors 1.1.2024](#)

**Legislative History**

4/1/24	Parish President	Introduced
4/1/24	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

**APPOINTMENTS**[2024-0147](#)

A resolution appointing a member to the Hospital Service District No. 1, Parish of St. Charles.

*On Monday, May 6, 2024, Council Chairman will accept nominations to the Hospital Service District No. 1, Parish of St. Charles to fill the vacancy created by the expiration of the term of Mr. James "Jake" Lemmon. Six (6) year term to begin May 22, 2024 and expire May 22, 2030.*

**Legislative History**

5/7/18	Parish Council	Enacted Legislation
	Mr. James "Jake" Lemmon appointed to the St. Charles Parish Hospital Service District Board of Commissioners on May 7, 2018, per Resolution No. 6341	
	Term: May 22, 2018 - May 22, 2024	

[2024-0148](#)

A resolution appointing a member to the Hospital Service District No. 1, Parish of St. Charles.

*On Monday, May 6, 2024, Council Chairman will accept nominations to the Hospital Service District No. 1, Parish of St. Charles to fill the vacancy created by the expiration of the term of Mr. Timothy J. Vial. Six (6) year term to begin May 22, 2024 and expire May 22, 2030.*

**Legislative History**

5/7/18	Parish Council	Enacted Legislation
	Mr. Timothy J. Vial appointed to the St. Charles Parish Hospital Service District Board of Commissioners on May 7, 2018, per Resolution No. 6342	
	Term: May 22, 2018 - May 22, 2024	

[2024-0149](#)

A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District IV Representative.

*On Monday, May 6, 2024, Council Chairman will accept nominations to the St. Charles Parish Planning & Zoning Commission from the District IV Councilmember to fill the vacancy created by the expiration of the term of Mr. Jack Keen. Four (4) year term to begin May 31, 2024 and expire May 31, 2028.*

**Legislative History**

5/18/20	Parish Council	Enacted Legislation
	Mr. Jack Keen appointed to the St. Charles Parish Planning & Zoning Commission as the District IV Representative on May 18, 2020, per Resolution No. 6499	
	Term: May 31, 2020 - May 31, 2024	

[2024-0150](#)

A resolution appointing a member to the St. Charles Parish Planning & Zoning Commission as the District VI Representative.

*On Monday, May 6, 2024, Council Chairman will accept nominations to the St. Charles Parish Planning & Zoning Commission from the District VI Councilmember to fill the vacancy created by the expiration of the term of Mr. Carmine Frangella. Four (4) year term to begin May 31, 2024 and expire May 31, 2028.*

Legislative History

5/18/20	Parish Council	Enacted Legislation
	Mr. Carmine Frangella appointed to the St. Charles Parish Planning & Zoning Commission as the District VI Representative on May 18, 2020, per Resolution No. 6500	
	Term: May 31, 2020 - May 31, 2024	

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

*HOUSING AUTHORITY: Tuesday, 4/23/24, 6PM, Council Chambers*  
*HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 4/24/24, 2PM, Council Chambers*  
*BOARD OF ADJUSTMENT (ZBA): Thursday, 4/25/24, 6PM Council Chambers*  
*LAFOURCHE BASIN LEVEE DISTRICT: Wednesday, 5/1/24, 6PM, Lafourche Basin Levee District Office, 21380 Highway 20, Vacherie*  
*PLANNING & ZONING COMMISSION: Thursday, 5/2/24, 6PM, Council Chambers*  
*ST. CHARLES PARISH COUNCIL: Monday, 5/6/24, 6PM, Council Chambers*

**ANNOUNCEMENTS**

**\*\*\*PLEASE NOTE THAT THERE WILL BE A THREE (3) WEEK LAPSE BETWEEN COUNCIL MEETINGS. THE NEXT REGULAR COUNCIL MEETING WILL BE HELD ON MONDAY, MAY 6, 2024, COUNCIL CHAMBERS, COURTHOUSE.**

**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.**