



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 Michael A. Mobley, Holly Fonseca,
La Sandra D. Wilson, Heather Skiba, Walter Pilié,
Willie Comardelle, Michelle O'Daniels, Michele deBruler

Monday, April 15, 2024

6:00 PM

Council Chambers, Courthouse

ATTENDANCE

Present 9 - Michael A. Mobley, Holly Fonseca, La Sandra D. Wilson, Heather Skiba, Walter Pilié, Willie Comardelle, Michelle O'Daniels, Bob Fisher, and Michele deBruler

Also Present

Parish President Matthew Jewell, Legal Services Director Corey Oubre, Legal Services Assistant Director Robert Raymond, Chief Administrative Officer Mike Palamone, Deputy Chief Administrative Officer Samantha de Castro, Executive Director of Technology and Cybersecurity Anthony Ayo, Finance Director Grant Dussom, Public Works Director Miles Bingham, Planning & Zoning Director Michael Albert, Community Services Director Joan Tonglet Diaz, R.S.V.P. Director Jeanne Arabie, Blaine Fauchoux, Public Information Office

CALL TO ORDER

PRAYER / PLEDGE

Reverend Marilyn Diggs
Mount Zion Community Church, Boutte

APPROVAL OF MINUTES

A motion was made by Councilmember deBruler, seconded by Councilmember Wilson, to approve the minutes from the regular meeting of April 1, 2024. The motion carried by the following vote:

Yea: 9 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

Nay: 0

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 [2024-0138](#)

Proclamation: “National Day of Prayer”

Sponsors: Mr. Jewell

Read

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

Read

3 [2024-0140](#)

Proclamation: Trash Bash Cleanup Day in St. Charles Parish

Sponsors: Mr. Jewell

Read

4 [2024-0141](#)

Proclamation: “Older Americans Month”

Sponsors: Mr. Jewell

Read

5 [2024-0142](#)

Proclamation: “Flood Risk Awareness Month in St. Charles Parish”

Sponsors: Ms. Fonseca

Read

6 [2024-0143](#)

Proclamation: “Little Red Church Festival Weekend”

Sponsors: Ms. Wilson

Read

7 [2024-0144](#)

Proclamation: "Bayou Des Allemands Blessing of the Fleet Day"

Sponsors: Mr. Comardelle

Councilman Comardelle spoke on the matter.

Read

8 [2024-0145](#)

Proclamation: "ALS Awareness Month in St. Charles Parish"

Sponsors: Mr. Fisher

Read

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2024-0152](#)

Information Technology

Executive Director of Technology and Cybersecurity Anthony Ayo reported.

Parish President Matthew Jewell spoke on the matter.

Mr. Ayo spoke on the matter.

Chairman Fisher spoke on the matter.

Reported

[2024-0146](#)

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 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, MAY 6, 2024, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[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

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[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

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0153](#)

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

Sponsors: Mr. Jewell

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0154](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from R-1A to C-3 on Lots 3 and 4, Block 1A1, Good Hope Plantation Subdivision, 878 Marino Drive, Norco, as requested by Darryle Keith and Kristi Lott for Keith Lott's Plumbing, LLC.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0155](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from R-1A to R-2 on Lots 6A, 6B, 6C, and 6D, being a Resubdivision of Lot 6, Gassen Estate, Luling as requested by Richard D. Whitney Jr. for Whitney Properties XII, LLC.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0156](#)

An ordinance approving and authorizing the execution of a Contract with Barriere Construction Co., L.L.C., for the Willowdale Turn Lane (Project No. P230804), in the amount of \$389,442.70.

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0157](#)

An ordinance approving and authorizing the execution of Change Order No. 2 for the St. Charles Parish Courthouse 2nd Floor Renovation, (Project No. GBCH0518), to decrease the contract amount by \$75,539.00.

Sponsors: Mr. Jewell and General Government Buildings

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0158](#)

An ordinance approving and authorizing the execution of Change Order No. 3 for the SCP E. Dufresne Community Center Ida & Window Repairs, (Project No. EDCC 0322), to increase the contract amount by \$17,178.00 and increase the contract time by 125 days.

Sponsors: Mr. Jewell and General Government Buildings

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

[2024-0159](#)

An ordinance approving and authorizing the execution of a Contract with Battco Construction and Maintenance, Inc., for the St. Charles Parish 1st Floor Courthouse Renovation (Project No. NO-GBCH023), in the amount of \$1,965,000.00.

Sponsors: Mr. Jewell and General Government Buildings

Publish/Scheduled for Public Hearing to the Parish Council on May 6, 2024

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

9 [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

Reported:

Community Services Department Recommended: Approval
Community Services Director Joan Diaz spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 24-4-6

VOTE ON THE PROPOSED ORDINANCE

Yea: 9 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

Nay: 0

Enactment No: 24-4-6

[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

Chairman Fisher stated that Administration requested that File No. 2024-0136 be postponed indefinitely.

Public Hearing Requirements Satisfied

A motion was made by Councilmember Skiba, seconded by Councilmember Wilson, to Postpone Indefinitely File No. 2024-0136. The motion carried by the following vote:

Yea: 9 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

Nay: 0

Postponed Indefinitely

APPOINTMENTS

[2024-0147](#)

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

Vacancy Announced

[2024-0148](#)

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

Vacancy Announced

[2024-0149](#)

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

Vacancy Announced

[2024-0150](#)

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

Vacancy Announced

ADJOURNMENT

A motion was made by Councilmember deBruler, seconded by Councilmember Pilié, to adjourn the meeting at approximately 6:58 pm. The motion carried by the following vote:

Yea: 9 - Mobley, Fonseca, Wilson, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

Nay: 0

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

Michelle Impastato
Council Secretary