



# St. Charles Parish

## Meeting Minutes

### Parish Council

St. Charles Parish  
Courthouse  
15045 Highway 18  
P.O. Box 302  
Hahnville, LA 70057  
985-783-5125  
[www.stcharlesparish.gov](http://www.stcharlesparish.gov)

### Final

*Council Chairman Holly Fonseca*

*Councilmembers Michael A. Mobley, La Sandra D. Wilson,  
Heather Skiba, Walter Pilié, Willie Comardelle, Michelle O'Daniels,  
Bob Fisher, Michele deBruler*

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Monday, November 17, 2025

6:00 PM

Council Chambers, Courthouse

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## ATTENDANCE

**Present** 8 - Michael A. Mobley, Holly Fonseca, Heather Skiba, Walter Pilié, Willie Comardelle, Michelle O'Daniels, Bob Fisher, and Michele deBruler

**Absent** 1 - La Sandra D. Wilson

## Also Present

Parish President Matthew Jewell, Legal Services Director Corey Oubre, Deputy Chief Administrative Officer Samantha de Castro, Executive Director of Technology and Cybersecurity Anthony Ayo, Finance Director Grant Dussom, Public Works Director Miles Bingham, Senior Projects Manager Sam Scholle, Planning & Zoning Director Michael Albert, Waterworks Director Gregory Gorden, WIOA Director Tommy Scott, Justin Tassin, Contract Monitoring Specialist, Michelle Impastato, Council Secretary

## CALL TO ORDER

## PRAYER / PLEDGE

Reverend Marilyn Diggs  
Mount Zion Community Church, Boutte

## APPROVAL OF MINUTES

**A motion was made by Councilmember Skiba, seconded by Councilmember Comardelle, to approve the minutes from the budget hearing of October 28, 2025, the budget hearing of October 30, 2025, and the regular meeting and budget hearing of November 3, 2025. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)****1 2025-0346**

In Recognition: Frances "Annie" F. Harmon, St. Charles Parish Library Board of Control

Sponsors: Ms. Skiba

**Read**

**2 2025-0347**

In Recognition: Webb Jay, Planning & Zoning Commission

Sponsors: Mr. Pilié

**Read**

**3 2025-0348**

In Recognition: Malachi Duc Zeringue, Eagle Scout

Sponsors: Ms. Wilson

**Read**

**4 2025-0349**

Proclamation: "Norco Christmas Parade Day"

Sponsors: Mr. Fisher

**Read**

**5 2025-0350**

Proclamation: Christmas Celebration

Sponsors: Ms. Fonseca

**Read**

2025-0336

An ordinance authorizing the issuance by the Parish of St. Charles, State of Louisiana of its Limited Tax Bond (ARC) in an amount not to exceed Four Million Dollars (\$4,000,000) and providing for other matters in connection therewith.

**Sponsors:** Mr. Jewell, Bond Counsel, Foley & Judell and LLP

**Reported:**

Bond Counsel Recommended: Approval

Chairman Fonseca stated that Administration requested that File No. 2025-0336 be postponed indefinitely.

**A motion was made by Councilmember Fisher, seconded by Councilmember deBruler, to Postpone Indefinitely File No. 2025-0336. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**Postponed Indefinitely**

**REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)**2025-0343

Workforce Innovations and Opportunity Act (WIOA)

WIOA Director Tommy Scott reported.

Councilwoman O'Daniels spoke on the matter.

Mr. Scott spoke on the matter.

Councilman Pilié spoke on the matter.

Chairman Fonseca spoke on the matter.

**Reported**

2025-0344

Contract Monitor

Justin Tassin, Contract Monitoring Specialist reported.

Councilman Fisher spoke on the matter.

Councilman Pilié spoke on the matter.

Mr. Tassin spoke on the matter.

Councilwoman O'Daniels spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Chairman Fonseca spoke on the matter.

**Reported**

2025-0345

## Parish President Remarks/Report

Sponsors: Mr. Jewell

Parish President Matthew Jewell reported.

**Reported**

**IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN FONSECA 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, DECEMBER 1, 2025, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:**

2025-0341

An ordinance approving and authorizing the execution of Change Order No. 1 (Final) for the Phase 3 Water Main Replacement in Bonnet Carre Spillway (Project No. WWKS 105), to decrease the contract amount by \$35,294.00.

Sponsors: Mr. Jewell and Department of Waterworks

**Publish/Scheduled for Public Hearing to the Parish Council on December 1, 2025**

2025-0342

An ordinance adopting the St. Charles Parish Council Road and Bridges Capital Program Budget for fiscal year 2026 through 2028 in accordance with the Parish Transportation Act.

Sponsors: Mr. Jewell and Department of Finance

**Publish/Scheduled for Public Hearing to the Parish Council on December 1, 2025**

2025-0351

An ordinance to provide for the installation of an **“ALL-WAY STOP”** sign at the end of Pitre Street in the Fairfield Oaks Plantation Subdivision, in St. Rose.

Sponsors: Ms. O'Daniels

**Publish/Scheduled for Public Hearing to the Parish Council on December 1, 2025**

2025-0358

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from R-1A(M) to M-1 on property designated as Lot G, Block 11, Almedia Plantation, 180 Almedia Road, St. Rose as requested by Karen Abate.

Sponsors: Mr. Jewell and Department of Planning & Zoning

**Publish/Scheduled for Public Hearing to the Parish Council on December 1, 2025**

**ORDINANCES SCHEDULED FOR PUBLIC HEARING  
(INTRODUCED AT PREVIOUS MEETING)****6    2025-0338**

An ordinance approving and authorizing the execution of a Professional Services Agreement with Professional Engineering Consultants Corporation, to perform engineering services for the St. Charles Parish West Bank B Plant Clarifier Upgrade (Project No. WWKS 117), in the amount of \$123,256.00.

Sponsors: Mr. Jewell and Department of Waterworks

Reported:

Waterworks Department Recommended: Approval  
Waterworks Director Gregory Gorden spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 25-11-8

Council Discussion  
Mr. Gorden spoke on the matter.

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

Enactment No: 25-11-8

**20 2025-0339**

An ordinance approving and authorizing the execution of Change Order No. 1 for the Montz Pump Station No. 1 (Project No. P210301), to increase the contract amount by \$111,702.07.

**Sponsors:** Mr. Jewell and Department of Public Works

Reported:

Public Works Department Recommended: Approval  
Public Works Director Miles Bingham invited Senior Projects Manager Sam Scholle to the podium to speak on the matter.  
Mr. Scholle spoke on the matter.

**Public Hearing Requirements Satisfied**

Enactment No: 25-11-9

Council Discussion  
Mr. Scholle spoke on the matter.

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

Enactment No: 25-11-9

**46 2025-0340**

An ordinance approving and authorizing the execution of an Act of Dedication for Ashton Plantation Phase 2-B Addendum No. 1, Luling.

**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: 25-11-10

**VOTE ON THE PROPOSED ORDINANCE**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

Enactment No: 25-11-10

**ORDINANCES/RESOLUTIONS WHICH HAVE BEEN TABLED****2025-0305**

An ordinance of the Parish of St. Charles to amend the Code of Ordinances, Parish of St. Charles, Chapter 2, Article I. In General, Section 2-2. Fees of copies of documents (a), (b), and adding (d).

**Sponsors:** Mr. Jewell

File No. 2025-0305 Postponed Indefinitely per Parish Council Rule 8. #8. Ordinances/Resolutions Which Have Been Tabled [Shall only appear on two (2) subsequent regular meeting Agendas]

**Postponed Indefinitely (Council Rule 8)**

**RESOLUTIONS****111 2025-0357**

A resolution requesting the South Central Planning and Development Commission (SCPDC) to explore and, if feasible, prepare a redistricting ordinance to align certain areas along Pit Road, Alexander Street, and Boutte Project Road within a single council district.

**Sponsors:** Ms. Fonseca, Ms. Wilson and Ms. deBruler

Reported:

Councilwoman Fonseca Recommended: Approval  
Councilwoman Wilson Recommended: Approval  
Councilwoman DeBruler Recommended: Approval

Chairman Fonseca stated an amendment will need to be made to revise several sections of this resolution to reflect the correct street name.

Amendment:

In the Summary:

Replace "Boutte Project Road" with "Boutte Estates Drive, south of Tinney Street"

In the Second Whereas:

Replace "Pit Road, the southern portion of Alexander Street, and the southern portion of Boutte Project Road" with "Pit Road, Alexander Street, and Boutte Estates Drive, all south of Tinney Street"

In the Now Therefore Paragraph:

Replace "Pit Road, the southern portion of Alexander Street, and the southern portion of Boutte Project Road" with "Pit Road, Alexander Street, and Boutte Estates Drive, all south of Tinney Street"

Public comment opened; no public comment

**A motion was made by Councilmember Skiba, seconded by Councilmember deBruler, to Amend File No. 2025-0357. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

Enactment No: 6874

**Amended**

Enactment No: 6874

### 2025-0357

A resolution requesting the South Central Planning and Development Commission (SCPDC) to explore and, if feasible, prepare a redistricting ordinance to align certain areas along Pit Road, Alexander Street, and Boutte Estates Drive, south of Tinney Street, within a single council district.

**Sponsors:** Ms. Fonseca, Ms. Wilson and Ms. deBruler

Public comment opened

Speakers:

Mr. Josh Manning, South Central Planning & Development Commission

Council Discussion

### **VOTE ON THE PROPOSED RESOLUTION AS AMENDED**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

Enactment No: 6874

## **APPOINTMENTS**

### 112 2025-0316

A resolution appointing Mr. Ed Griffin to the St. Charles Parish Planning & Zoning Commission as the District III Representative.

### **VOTE ON THE APPOINTMENT OF MR. ED GRIFFIN**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

Enactment No: 6875

2025-0329

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District II Representative.

Councilwoman Skiba requested File No. 2025-0329 be deferred.

Chairman Fonseca stated that File No. 2025-0329 will be deferred to the December 1, 2025 council meeting.

**Deferred**

2025-0330

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District IV Representative.

Nominee:

Councilman Comardelle nominated Mr. Clyde H. Maddox

**Nomination(s) Accepted**

**A motion was made by Councilmember Skiba, seconded by Councilmember Pilié, to Close Nomination(s) for File No. 2025-0330. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**Nomination(s) Closed**

2025-0331

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District V Representative.

Nominee:

Councilwoman O'Daniels nominated Mr. John Lambert

**Nomination(s) Accepted**

**A motion was made by Councilmember Comardelle, seconded by Councilmember Skiba, to Close Nomination(s) for File No. 2025-0331. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**Nomination(s) Closed**

2025-0332

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District VI Representative.

Nominee:

Councilman Fisher nominated Mr. David P. Bleakley

**Nomination(s) Accepted**

**A motion was made by Councilmember Fisher, seconded by Councilmember O'Daniels, to Close Nomination(s) for File No. 2025-0332. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**Nomination(s) Closed**

2025-0352

Council Ex-Officio Appointment to the St. Charles Parish Housing Authority.

**Vacancy Announced**

**SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL**2025-0353

Review 2026 Parish Council Meeting Schedule [Adopt December 1, 2025]

**Review**

2025-0354

Accept Nominations - Presiding Officer for 2026; Chairman, St. Charles Parish Council [Confirm December 1, 2025]

Nominee:

Councilwoman O'Daniels nominated Councilman Pilié

**Nomination(s) Accepted**

**A motion was made by Councilmember deBruler, seconded by Councilmember Skiba, to Close Nomination(s) for File No. 2025-0354. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**Nomination(s) Closed**

2025-0355

Accept Nominations - Presiding Officer for 2026; Vice-Chairman, St. Charles Parish Council [Confirm December 1, 2025]

Nominee:

Councilman Comardelle nominated Councilwoman deBruler

**Nomination(s) Accepted**

**A motion was made by Councilmember Comardelle, seconded by Councilmember O'Daniels, to Close Nomination(s) for File No. 2025-0355. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**Nomination(s) Closed**

**ADJOURNMENT**

**A motion was made by Councilmember O'Daniels, seconded by Councilmember Pilié, to adjourn the meeting at approximately 7:13 pm. The motion carried by the following vote:**

**Yea:** 8 - Mobley, Fonseca, Skiba, Pilié, Comardelle, O'Daniels, Fisher and deBruler

**Nay:** 0

**Absent:** 1 - Wilson

**I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.**

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**Michelle Impastato  
Council Secretary**