



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, September 25, 2023

6:00 PM

Council Chambers, Courthouse

Final

CALL TO ORDER

PRAYER / PLEDGE

Pastor Cody Cunningham
First Baptist Church, Luling

APPROVAL OF MINUTES

Regular Meeting – September 11, 2023

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 [2023-0245](#) Board of Review

Sponsors: Ms. Billings

Attachments: [2023-0245 Board of Review Schedule_Sept2023](#)
[letter setting BOR_Form 3101.Exhibit A_from Assessor_7.11.2023](#)
[letter Certifying List_from Assessor_9.1.2023](#)
[RS 47.1992_8.21.23](#)
[Chapter31 LA Tax Commission 8.21.23](#)
[Form 3102.3103.A&B_Exhibit A_B_Appeal to Tax Commission following BOR](#)
[2023-0245 Glazer Company - Appeal](#)
[2023-0245 Glazer Company - Withdrawal letter](#)

****On September 19, 2023 the Council Office received a letter addressed to the Council Secretary that the appeal submitted has been withdrawn.****

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

Legislative History

8/15/23	Assessor	List Exposed
	August 15 - 29, 2023	List Exposed for Taxpayer Inspection
9/1/23	Assessor	Certified to Parish Council
9/11/23	Parish Council	Announced
	September 11-25,	Parish Council Review Period

- 33 [2023-0251](#) In Recognition: 2023 St. Charles Parish 10U All-Star Baseball State Champions
Sponsors: Mr. Jewell
Attachments: [2023-0251 2023 St. Charles 10U All-Star Baseball USSSA State Champions](#)
- 34 [2023-0252](#) In Recognition: Alaija Thomas
Sponsors: Ms. Bellock
Attachments: [2023-0252 Alaija Thomas](#)
- 35 [2023-0253](#) Proclamation: “National Breast Cancer Awareness Month in St. Charles Parish”
Sponsors: Ms. Bellock
Attachments: [2023-0253 National Breast Cancer Awareness Month](#)
- 36 [2023-0254](#) Proclamation: “Domestic Violence Awareness Month”
Sponsors: Ms. Billings
Attachments: [2023-0254 Domestic Violence Awareness Month](#)
- 37 [2023-0255](#) Proclamation: “National 4-H Week”
Sponsors: Ms. Billings
Attachments: [2023-0255 National 4-H Week](#)
- 38 [2023-0256](#) Proclamation: “Fire Prevention Week”
Sponsors: Mr. Jewell
Attachments: [2023-0256 Fire Prevention Week](#)
- 39 [2023-0257](#) Proclamation: United Way Month in St. Charles Parish Battle for the Paddle Cook-Off
Sponsors: Ms. Fisher-Cormier
Attachments: [2023-0257 United Way Month in SCP](#)
- 40 [2023-0258](#) Proclamation: “Need to Feed Month in St. Charles Parish”
Sponsors: Mr. Gibbs
Attachments: [2023-0258 Need to Feed Month](#)

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2023-0259](#) Civil Service Board/Personnel Office

[2023-0260](#) Parish President Remarks/Report

Sponsors: Mr. Jewell

ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, October 9, 2023, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 41 [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

Attachments: [2023-0261 RECOMMENDATIONS AT A GLANCE](#)

[2023-0261 Minutes](#)

[2023-0261 2023-2-ORD Staff Report](#)

- 45 [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

Attachments: [2023-0262 RECOMMENDATIONS AT A GLANCE](#)

[2023-0262 Minutes](#)

[2023-0262 Staff Report](#)

[2023-0262 Survey](#)

[2023-0262 AERIAL](#)

[2023-0262 ZONING](#)

[2023-0262 FLUM](#)

[2023-0262 Application Page 1](#)

Legislative History

8/7/23	Department of Planning & Zoning	Received/Assigned PH
9/7/23	Department of Planning & Zoning	Recommended Approval to the Planning Commission
9/7/23	Planning Commission	Recommended Approval to the Parish Council

- 58 [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

Attachments: [2023-0263 RECOMMENDATIONS AT A GLANCE](#)

[2023-0263 Minutes](#)

[2023-0263 Staff Report](#)

[2023-0263 Survey](#)

[2023-0263 AERIAL](#)

[2023-0263 ZONING](#)

[2023-0263 FLUM](#)

[2023-0263 Application Page 1](#)

Legislative History

7/31/23	Department of Planning & Zoning	Received/Assigned PH
9/7/23	Department of Planning & Zoning	Recommended Denial to the Planning Commission
9/7/23	Planning Commission	Recommended Approval to the Parish Council

- 72 [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

ORDINANCE INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Tuesday, October 31, 2023, 9:00 am; Thursday, November 2, 2023, 1:00 pm; and Monday, November 6, 2023, 6:00 pm, Council Chambers, Courthouse, Hahnville

- 73 [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

Attachments: [2024 Draft Data Budget Book](#)

[2023-0121 CALENDAR OF OFFICIAL ACTION FOR 2024 BUDGET](#)

[2023-0121 Exhibits](#)

Legislative History

5/22/23	Parish Council	Accepted
	Reported: Finance Department Recommended: Approval Finance Director Grant Dussom spoke on the matter.	
	Public Hearings scheduled for: Tuesday, October 31, 2023 at 9 am; Thursday, November 2, 2023 at 1 pm; and Monday, November 6, 2023 at 6 pm	
	Public comment opened; no public comment	
5/22/23	Parish Council	Accepted

ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 77 [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

Attachments: [2023-0250 Amendment 1 Engineering contract road Maintenance](#)
[2023-0250 Corporate Resolution Jan 2023](#)

Legislative History

9/11/23	Parish President	Introduced
9/11/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 88 [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](#)

Legislative History

8/28/23	Parish President	Introduced
8/28/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
9/11/23	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

9/11/23	Parish Council	Public Hearing Requirements Not Satisfied Chairman Billings stated that Administration requested that File No. 2023-0229 introduced on August 28, 2023, be postponed indefinitely and reintroduce for publication and public hearing on Monday, September 25, 2023.
9/11/23	Parish Council	Postponed Indefinitely and Reintroduced
9/11/23	Parish Council	Postponed Indefinitely and Reintroduced

MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

MEETINGS

HOUSING AUTHORITY: Tuesday, 9/26/23, 6PM, Council Chambers
HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 9/27/23, 2PM, Council Chambers
COMMUNICATIONS DISTRICT (911): Monday, 10/9/23, 5PM, 911 Center, 222 Joe Louis Lane, Hahnville
ST. CHARLES PARISH COUNCIL: Monday, 10/9/23, 6PM, Council Chambers

ANNOUNCEMENTS

IMPORTANT DATES FOR THE OCTOBER 14, 2023 ELECTION
**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*

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

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.