



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-la.gov

Final

Council Chairman Marilyn B. Bellock
Councilmembers Beth A. Billings, Holly Fonseca,
La Sandra Darensbourg Gordon, Mary K. Clulee, Dick Gibbs,
Nicky Dufrene, Bob Fisher, Julia Fisher-Perrier

Monday, July 26, 2021

6:00 PM

Council Chambers, Courthouse

ATTENDANCE

Present 7 - Beth A. Billings, La Sandra Darensbourg Gordon, Mary K. Clulee, Dick Gibbs, Nicky Dufrene, Marilyn B. Bellock, and Bob Fisher

Absent 2 - Holly Fonseca, and Julia Fisher-Perrier

Also Present

Parish President Matthew Jewell, Legal Services Director Corey Oubre, Deputy Chief Administrative Officer Billy Raymond, Executive Director of Technology and Cybersecurity Anthony Ayo, Director of Communications/Public Information Officer Samantha de Castro, Finance Director Grant Dussom, Public Works/Wastewater Director Miles Bingham, Public Works Assistant Director Brandon Bernard, Wastewater Assistant Director David deGeneres, Planning & Zoning Director Michael Albert, Grants Officer Carla Chiasson, Dayna Parker, Personnel Officer, Eric Zurcher, Public Information Office

CALL TO ORDER

Meeting called to order at 6:03 pm.

PRAYER / PLEDGE

Reverend Marilyn Diggs
Mount Zion Community Church, Boutte

APPROVAL OF MINUTES

A motion was made by Councilmember Fisher, seconded by Councilmember Billings, to approve the minutes from the regular meeting of June 21, 2021. The motion carried by the following vote:

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

[2021-0202](#)

In Recognition: Joseph Perilloux, Jr., 100th Birthday

Sponsors: Mr. Fisher

Read

[2021-0203](#)

In Recognition: Madalin Costella, Girl Scout Gold Award

Sponsors: Mr. Jewell

Read

[2021-0204](#)

In Recognition: Tatum Dugas, Girl Scout Gold Award

Sponsors: Mr. Jewell

Read

[2021-0206](#)

In Recognition: Remi Mato, Girl Scout Gold Award

Sponsors: Mr. Jewell

Read

[2021-0205](#)

In Recognition: Kennedy Ertel, Girl Scout Gold Award

Sponsors: Mr. Jewell

Read

[2021-0194](#)

Proclamation: "Vehicular Heatstroke Awareness Month"

Sponsors: Ms. Clulee

Read

REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2021-0189](#)

Civil Service Board/Personnel Office

Dayna Parker, Personnel Officer

Reported

[2021-0190](#)

Parish President Remarks/Report

Sponsors: Mr. Jewell

Councilwoman Darenbourg Gordon spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

Public Works/Wastewater Director Miles Bingham spoke on the matter.

Chairman Bellock spoke on the matter.

Director of Communications/Public Information Officer Samantha de Castro spoke regarding the Parish's new website.

Chairman Bellock spoke on the matter.

Reported

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN BELLOCK AUTHORIZED THAT THE ORDINANCE, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, IS TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING & ADOPTION TO BE HELD AT THE PUBLIC MEETING ON MONDAY, AUGUST 9, 2021, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[2021-0199](#)

An ordinance adopting, setting forth, levying and imposing taxes on all property subject to taxation in the Parish of St. Charles, State of Louisiana, as required by Section 23 of Article VII of the Constitution of Louisiana and Revised Statute 47.1705(B) for General Parochial Purposes; constructing, acquiring, maintaining, operating, extending and/or improving levees, facilities and structures associated with outer flood protection systems within the Parish; constructing, maintaining, and operating the Parish Road Maintenance program, Parish Recreation program, Parish Fire Protection, Mosquito Control Program, E-911 Telephone System, Health Unit and Council on Aging program; Council on Aging Program (2); Road Lighting District No. 1; Library Service District No. 1; the ARC of St. Charles; paying any costs associated with acquiring, constructing, improving, maintaining and operating wastewater facilities and systems in the Parish.

Sponsors: Mr. Jewell and Department of Finance

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

Enactment No: 21-8-1

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN BELLOCK 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, AUGUST 9, 2021, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

[2021-0191](#)

An ordinance approving and authorizing the execution of Change Order No. 1 (final) for the East Bank Transmission Line Repair/Replacement Project No. WWKS 101 to increase the contract amount by \$130,590.28, and to increase the contract time by one hundred sixty (160) days.

Sponsors: Mr. Jewell and Department of Waterworks

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0192](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Alpha Testing and Inspection, Inc., to perform all necessary testing services for the 5th Street Drainage Improvements Project (Parish Project No. P190506).

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0193](#)

An ordinance to approve and authorize the execution of a contract with LA Contracting Enterprise, LLC, of Thibodaux, LA, for the St. Charles Parish Memorial Plaza Project (Parish Project No. CMPK0418) located at the Edward A. Dufresne Community Center, 274 Judge Edward Dufresne, Luling, LA, in the amount of \$1,399,825.00.

Sponsors: Mr. Jewell and Department of Parks and Recreation

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0196](#)

An ordinance to approve and authorize the execution of Amendment No. 1 to Ordinance No. 20-7-6, which approved the Engineering Services Agreement with Principal Engineering, Inc., for providing all necessary services for the 2020 East Bank Master Drainage Plan (MDP) (Parish Project No. P200601).

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0201](#)

An ordinance approving a Donation by St. Charles Parish to Entergy Louisiana, L.L.C. its successors and assigns to the Bayou Gauche Fire Department, in Des Allemands, Louisiana.

Sponsors: Mr. Jewell and Department of Legal Services

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0207](#)

An ordinance approving and authorizing the execution of a Professional Services Agreement with Alpha Testing and Inspection, Inc. for the testing of Parish Project No. P210302 Asphalt Pavement Maintenance.

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0208](#)

An ordinance to approve and authorize the execution of Amendment No. 1 to Ordinance No. 20-7-7, which approved the Engineering Services Agreement with T. Baker Smith, LLC., for providing all necessary services for the 2020 West Bank Master Drainage Plan (MDP) (Parish Project No. P200602).

Sponsors: Mr. Jewell and Department of Public Works

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0209](#)

An ordinance approving and authorizing the execution of Change Order No. 002 for Parish Project No. S190901, Destrehan Wastewater Treatment Plant (UV Replacement), resulting in a decrease of \$10,000.00 in contract price.

Sponsors: Mr. Jewell and Department of Public Works/Wastewater

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0210](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, Appendix A, as amended, Section XIII., C., 7.d. and Section XIII., E., 3. and Section XX., D., 5.a.5. and Section XXIV, Fees to provide for recordation of variances with the Clerk of Court.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

[2021-0211](#)

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, Appendix A, as amended, Section VI. in order to permit transmission towers in the OL zone as a Special Exception and in the R-1A, R-1A(M), R-1B, R-1M, and R-2 zoning districts as a Special Permit Use.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Publish/Scheduled for Public Hearing to the Parish Council on August 9, 2021

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

[2021-0173](#)

An ordinance to amend the Code of Ordinances for the Parish of St. Charles, Appendix C, Subdivision Regulations of 1981, Section IV. Design standards. B. Sewer Systems. 3. Acceptance Test to include new language for testing of new wastewater infrastructure.

Sponsors: Mr. Jewell and Department of Public Works/Wastewater

Reported:

Public Works/Wastewater Department Recommended: Approval
Wastewater Assistant Director David deGeneres spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 21-7-1

Council Discussion

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-1

[2021-0182](#)

An ordinance to approve and authorize the execution of Amendment No. 1 to Ordinance No. 20-7-8 which approved a contract for Engineering Services between Meyer Engineering, Ltd. and St. Charles Parish for Phase 2 for the 2020 West Bank Sewer Master Plan, Project No. S200603.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Public Works Department Recommended: Approval
Wastewater Assistant Director David deGeneres spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 21-7-2

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-2

[2021-0184](#)

An ordinance to approve and authorize the execution of Amendment No. 1 to Ordinance No. 20-7-9 which approved a contract for Engineering Services between Kyle Associates, LLC and St. Charles Parish for Phase 2 for the 2020 East Bank Sewer Master Plan (Destrehan Plant System), Project No. S200601.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Public Works Department Recommended: Approval
Wastewater Assistant Director David deGeneres spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 21-7-3

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-3

[2021-0185](#)

An ordinance to approve and authorize the execution of Amendment No. 1 to Ordinance No. 20-7-10 which approved a contract for Engineering Services between Linfield, Hunter & Junius, Inc. and St. Charles Parish for Phase 2 for the 2020 Luling Oxidation Pond Sewer Master Plan, Project No. S200602.

Sponsors: Mr. Jewell and Department of Public Works

Reported:

Public Works Department Recommended: Approval
Wastewater Assistant Director David deGeneres spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 21-7-4

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-4

[2021-0169](#)

An ordinance to amend the 2021 Consolidated Operating and Capital Budget, Amendment No. 3, to add revenues totaling \$5,157,026 for the American Rescue Plan Act relief and apply these funds to Fund 401 (Wastewater) improvements other than buildings for the following projects: New Sarpy Booster Lift Station totaling \$1,800,000, install ten generators and transfer switches at various lift stations totaling \$1,525,000; Major repairs for pipe lining old sewer lines throughout the Parish totaling \$1,632,000, as well as \$200,000 for Architectural/Engineering for the New Sarpy Booster Lift Station.

Sponsors: Mr. Jewell and Department of Finance

Reported:

Finance Department Recommended: Approval
Chairman Bellock spoke on the matter.
Finance Director Grant Dusson spoke on the matter.
Wastewater Assistant Director David deGeneres spoke on the matter.

Public Hearing Requirements Satisfied

Enactment No: 21-7-5

Council Discussion
Parish President Matthew Jewell spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-5

[2021-0167](#)

An ordinance to amend the 2021 Consolidated Operating and Capital Budget, Amendment No. 4, to add revenues and transfers totaling \$27,792,982, accumulated fund balance of \$58,452,391 and expenditures, including transfers, totaling \$79,427,823 for all Governmental Funds for the purpose of adjusting beginning 2021 fund balances across all funds to match ending 2020 Final Budget balances and to re-apply various construction, architectural/engineering, and other fees unexpended in 2020 for Parish projects that were not completed during 2020 and apply them to 2021.

Sponsors: Mr. Jewell and Department of Finance

Reported:

Finance Department Recommended: Approval

Public Hearing Requirements Satisfied

Enactment No: 21-7-6

Council Discussion

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-6

[2021-0168](#)

An ordinance to amend the 2021 Consolidated Operating and Capital Budget, Amendment No. 5, to recognize anticipated additional sales tax revenue based upon current receipts. The Parish is forecasting an additional 2% increase in collections over 2020 total collections thus this amendment will recognize \$2,763,544 Sales Tax Revenue for the General Fund and apply this total as follows: \$950,000 transferred to Roads and Drainage for capital improvements \$1,810,000 transferred to Recreation or Improvements other that buildings and architectural and engineering fees; and to allocate the additional sales tax collected in 2020 for the General Fund totaling \$937,216 (reflected in amendment #4), transfer this to Recreation via \$500,000 for the new Dog Park and \$400,000 for West Bank Bridge Park Upgrades. This amendment will also recognize the anticipated Gulf Restore Bill Grant for \$1,841,115, which is being applied to the West Bank Boat Launch as well as \$800,000 in grant revenue from the Louisiana Department of Treasury and applying \$500,000 of this amount to St. Charles Parish drainage improvements for Fund 112.

Sponsors: Mr. Jewell and Department of Finance

Reported:

Finance Department Recommended: Approval

Public Hearing Requirements Satisfied

Enactment No: 21-7-7

Council Discussion

Parish President Matthew Jewell spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-7

[2021-0186](#)

An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the South Central Planning & Development Commission for Building Code Plan Review and Inspections.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Reported:

P & Z Department Recommended: Approval

Public Hearing Requirements Satisfied

Enactment No: 21-7-8

Council Discussion

Planning & Zoning Director Michael Albert spoke on the matter.

VOTE ON THE PROPOSED ORDINANCE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 21-7-8

RESOLUTIONS

[2021-0197](#)

A resolution to approve and authorize the execution of a letter by St. Charles Parish approving McKim & Creed, Inc. as assignee in title of GSA Consulting Engineers, Inc. in connection with the Contract for Engineering Services with GSA Consulting Engineers, Inc. for the Luling Oxidation Pond Rehab. & Upgrade.

Sponsors: Mr. Jewell and Department of Legal Services

Reported:

Legal Services Department Recommended: Approval

Public comment opened; no public comment

VOTE ON THE PROPOSED RESOLUTION

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 6571

[2021-0198](#)

A resolution to approve and authorize the execution of a letter by St. Charles Parish approving McKim & Creed, Inc. as assignee in title of GSA Consulting Engineers in connection with the Engineering Services Contract with GSA Consulting Engineers, for the East Bank C Plant Filter Upgrade (WWKS 96).

Sponsors: Mr. Jewell and Department of Legal Services

Reported:

Legal Services Department Recommended: Approval
Public comment opened; no public comment

Council Discussion

Public Works/Wastewater Director Miles Bingham spoke on the matter.

VOTE ON THE PROPOSED RESOLUTION

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 6572

[2021-0200](#)

A resolution supporting the application for funding of the Judge Edward Dufresne Parkway Extension Project Phase I through the Economic Development Administration's American Rescue Plan funding opportunity.

Sponsors: Mr. Jewell and Grants Office

Reported:

Grants Office Recommended: Approval
Public comment opened; no public comment

Council Discussion

Parish President Matthew Jewell spoke on the matter.

Grants Officer Carla Chiasson spoke on the matter.

VOTE ON THE PROPOSED RESOLUTION

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 6573

APPOINTMENTS

[2021-0183](#)

A resolution to appoint Mr. Brett Terrebonne to the St. Charles Parish Civil Service Board.

VOTE ON THE APPOINTMENT OF MR. BRETT TERREBONNE

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 6574

[2021-0187](#)

A resolution to appoint a member to the St. Charles Parish Civil Service Board.

Councilmembers present nominated Ms. Sara Champion

Nomination(s) Accepted

A motion was made by Councilmember Fisher, seconded by Councilmember Billings, to Close Nomination(s) for File No. 2021-0187. The motion carried by the following vote:

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Nomination(s) Closed

[2021-0188](#)

A resolution to appoint (Retired Major) Lieutenant Sam Zinna to the St. Charles Parish Communications District representing the St. Charles Parish Sheriff's Office.

VOTE ON THE APPOINTMENT OF (RETIRED MAJOR) LIEUTENANT SAM ZINNA

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 6575

[2021-0195](#)

A resolution to appoint Mr. Johnny Bourgeois to the St. Charles Parish Communications District representing the Firemen's Association.

VOTE ON THE APPOINTMENT OF MR. JOHNNY BOURGEOIS

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

Enactment No: 6576

ADJOURNMENT

A motion was made by Councilmember Billings, seconded by Councilmember Gibbs, to adjourn the meeting at approximately 7:54 pm. The motion carried by the following vote:

Yea: 7 - Billings, Darensbourg Gordon, Clulee, Gibbs, Dufrene, Bellock and Fisher

Nay: 0

Absent: 2 - Fonseca and Fisher-Perrier

I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE.

Michelle Impastato
Council Secretary