

**OFFICIAL PROCEEDINGS OF THE  
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA  
TAKEN AT A REGULAR MEETING HELD ON JANUARY 10, 2018**

The Council of the Parish of St. James, State of Louisiana, met in regular session in the Council Chambers of the Parish Courthouse in Convent, Louisiana, on Wednesday, January 10, 2018, at 6:30p.m.

On roll call, the following were recorded present: Councilmen Jason Amato, Ryan Louque, Ralph Patin, Clyde Cooper, Jarred Favorite, Eddie Kraemer and Chairman Alvin St. Pierre, Jr.

Those also in attendance were: Timothy Roussel, Parish President; Michelle Octave, Chief Administrative Officer; Chantal Waguespack, Director of Finance; Blaise Gravois, Director of Operations, also sitting in as Council Secretary; Ryan Donadiou, Assistant Director of Emergency Preparedness; Bedar Warren, Director of Human Resources; Adam Koenig, Legal Advisor.

Councilman Amato offered the invocation and Councilman Kraemer led the Pledge of Allegiance.

The Honorable Alvin St. Pierre Jr., Chairman, duly convened the Council of the Parish of St. James, State of Louisiana, and stated that the Council was ready for the transaction of business.

**ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

The first agenda item was the election of a new council chairman. Councilman Kraemer placed the name of Ryan Louque in nomination with Councilman Cooper seconding this nomination. After determining no one else would be placed in nomination, the chairman called for a roll call vote. On a roll call vote were as follows:

Yeas: Councilman Louque, Councilman Cooper, Councilman Kraemer, Chairman St. Pierre  
Nays: Councilman Amato  
Abstain: Councilman Patin, Councilman Favorite  
Absent: None

Chairman Louque assumed his seat as the chairman and opened the floor for nominations to the position of Vice-Chairman. Councilman St. Pierre placed the name of Councilman Kraemer in nomination. The motion was seconded by Councilman Favorite. After determining there were no further nominations they called for a roll call vote. On a roll call vote were as follows:

Yeas: Councilman St. Pierre, Councilman Louque, Councilman Patin, Councilman Cooper, Councilman Favorite, Councilman Kraemer  
Nays: Councilman Amato  
Abstain: None  
Absent: None

**MINUTES**

On a motion offered by Councilman St. Pierre and seconded by Councilman Kraemer, the minutes of the December 28, 2017 public hearing were approved as distributed and the reading of these minutes dispensed with.

On a motion offered by Councilman Favorite and seconded by Councilman Patin, the minutes of the December 28, 2017 regular meeting were approved as distributed and the reading of these minutes dispensed with.

**FINANCE DEPARTMENT MONTHLY REPORT**

On a motion offered by Vice-Chairman Kraemer and seconded by Councilman Cooper the approval of the November 2017 Statement of Revenues and Expenditures were approved as distributed and the reading of the report dispensed with.

**PRESIDENT'S REPORT**

President Roussel provided this report:

- 1) CPRA is accepting comments on its annual plan until Feb. 12. Comments can be mailed or emailed to Coastal Protection and Restoration Authority. Public Comments can be mailed to, 150 Terrace Ave., Baton Rouge, LA, 70802, or emailed to [coastal@la.gov](mailto:coastal@la.gov).
- 2) We rec'd correspondence from Property Insurance Association of LA this week announcing the Public Fire Protection Survey for North Vacherie Volunteer Fire District and the St. James Parish Volunteer Fire Department. At present time, the North Vacherie Fire District holds a classification of 6 and the St. James Parish Fire District holds a classification of 5.
- 3) St. James Parish Gov't will be hosting workplace harassment training with emphasis on sexual harassment for Supervisors and above on January 29, 2018. We will be holding two sessions with the first beginning at 9 am and the second at 11 am. This will be a mandatory training for our folks. And, of course, you, as Councilmen, are invited to attend.
- 4) Tax season is upon us and we will begin our VITA Program on February 6<sup>th</sup>. Super Tax day is slated for February 12, 2018.
- 5) Commodity Distribution is scheduled for February 16, 2018.
- 6) The annual Elderly Carnival Social is scheduled for February 17, 2018 to be held at Rosie's Place at the foot of the Sunshine Bridge.

- 7) I rec'd an email correspondence from P J Hahn with Pelican Coast Consulting. And it reads: Great news! I had the opportunity to spend time with Shawn Wilson. He committed to the funding request from St. James Parish to the Statewide Flood Control Program for our interior drainage project. Our estimates are \$1.5 million, but could go higher once all state culverts/lateral lines are identified. We have already applied for this grant, so we're in their system. Just wanted to make sure all of you are aware.
- 8) Our Senior Black History Program is scheduled for February 21, 2018 at the Vacherie Senior Center at 10 am.

Thank You ... May God Bless you; may God bless all of St. James Parish! Semper Fi !!!

**PRESENTATIONS AND PUBLIC COMMENT - None**

**CORRESPONDENCE RECEIVED - None**

**APPOINTMENTS TO BOARDS AND COMMISSIONS - None**

**OLD BUSINESS**

The following updates were provided:

- North Vacherie evacuation route project – no additional update
- North Vacherie railroad culvert upgrade – Director Gravois reported we are waiting on the contract Boh Brothers to get started.
- North Rosary/High Ridge/Oak Street drainage update – Director Gravois reported that he is scheduling a meeting with engineers soon and will let Councilman Favorite know the date and time.
- Belle Rue Drainage- Councilman Amato stated that repairs are needed on the streets adjacent to the work done and a meeting will be held with the railroad and Lutchter Mayor to get repairs taken care of.
- Culverts under KCS Railroad for Beaver Canal – Director Gravois reported that he did email the representative and will copy Councilman St. Pierre on the emails sent. Still no response from the railroad.
- 5<sup>th</sup> District evacuation route update – Mrs. Michelle Octave reported to Councilman Cooper that she is attempting to schedule a meeting with all parties involved to discuss three possible sites.
- Bind River Backwater- Councilman Amato asked if engineers are still looking at the sheet pile walls and gates at Blind River for flood protection. Director Gravois reported that this scope of work will be discussed at the next East Bank Drainage Task Force Meeting on Monday, January 29, 2018. He stated his intent is to have the engineer look into the effect of a large rain event when the gates would be closed and the effect closed gates would have on drainage in the residential areas.

**RESOLUTION 18-01, A RESOLUTION AUTHORIZING ST. JAMES PARISH PRESIDENT TO EXECUTE THE MAINTENANCE AND SUPPORT AGREEMENT WITH MICROIX WORKFLOW MODULES SOFTWARE**, was offered and moved for adoption by Vice-Chairman Kraemer and was seconded by Councilman Patin. After a roll call vote with St. Pierre, Amato, Patin, Cooper, Favorite, Kraemer and Louque voting in favor, the resolution was adopted.

**ORDINANCE 17-25, AN ORDINANCE AUTHORIZING BELLEVUE COUNTRY ESTATES OF PAULINA, LLC TO SUBDIVIDE PROPERTY IN THE BELLEVUE ESTATES SUBDIVISION, LOCATED ALONG BELLEVUE LAKES STREET, IN PAULINA, LOUISIANA, FOR PUBLIC SALE**, was offered for adoption by Councilman St. Pierre and seconded by Councilman Amato. After a roll call vote with St. Pierre, Amato, Patin, Cooper, Favorite, Kraemer and Louque voting in favor, the ordinance was adopted.

**NEW BUSINESS**

**RESOLUTION 18-02, A RESOLUTION TO APPROVE DISBURSEMENT OF PAYROLL FOR THE JANUARY 12, 2018 PAYROLL**, was offered and moved for adoption by Councilman Amato and was seconded by Councilman Patin. After a roll call vote with St. Pierre, Amato, Patin, Cooper, Favorite, Kraemer and Louque voting in favor, the resolution was adopted.

**RESOLUTION 18-03, A RESOLUTION TO APPROVE DISBURSEMENT OF FUNDS TO PAY PENDING CURRENT INVOICES AND PAYABLES**, was offered and moved for adoption by Vice-Chairman Kraemer and was seconded by Councilman St. Pierre. After a roll call vote with St. Pierre, Amato, Patin, Cooper, Favorite, Kraemer and Louque voting in favor, the resolution was adopted.

**RESOLUTION 18-04, A RESOLUTION AUTHORIZING ST. JAMES PARISH GOVERNMENT PARISH PRESIDENT TIMOTHY ROUSSEL, CHIEF ELECTED OFFICIAL, TO SIGN MEMORANDUM OF UNDERSTANDING AGREEMENT WITH THE WORKFORCE DEVELOPMENT BOARD OF WORKFORCE AREA**, was offered and moved for adoption by Vice-Chairman Kraemer and was seconded by Councilman Amato. After a roll call vote with St. Pierre, Amato, Patin, Cooper, Favorite, Kraemer and Louque voting in favor, the resolution was adopted.

**RESOLUTION 18-05, A RESOLUTION AUTHORIZING THE OFFICE OF THE PARISH PRESIDENT TO ADVERTISE AND TAKE BIDS FOR ONE (1) FORD EXPLORER FOR ST. JAMES PARISH LIBRARY**, was offered and moved for adoption by Councilman St. Pierre. Councilman Cooper offered a second, and the resolution was unanimously adopted.

**RESOLUTION 18-06, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN AND/OR EXECUTE A CONTRACT WITH TRINITY CAPITAL RESOURCES, LLC, AS THE ECONOMIC DEVELOPMENT CONSULTANT FOR ST. JAMES PARISH** was offered and moved for adoption by Councilman St. Pierre. Vice-Chairman Kraemer offered a second, and the resolution was unanimously adopted. Mr. Cooper asked how many years the contract would last. Mr. Roussel responded that it would last until the year 2020.

## COUNCILMEN'S REPORT

**COUNCILMAN ST. PIERRE** – Councilman St. Pierre asked Chantal Waguespack, Director of Finance, for a breakdown report from Butler Snow from the last meeting's disbursement report on the Land Use Plan. Director Waguespack responded that she had emailed everyone the report at about 5 p.m. that evening. Councilman St. Pierre congratulated the new Council Chairman and Vice-Chairman.

**COUNCILMAN AMATO** – Councilman Amato asked Director Gravois of Operations about the light on the new building at the Lutcher Park for the transit bus area. Director Gravois reported that the light are in the construction plans. Councilman Amato offered his condolences for the Clifford LeBlanc Family. Mr. LeBlanc was a long time fireman of Lutcher. He also said they are reviewing the bonfire regulations and making changes due to the events happening on Christmas Eve for the safety of all that attend the festivities on the levee. Councilman Amato thanked Mr. Koenig for sitting in as Legal Advisor during the meeting.

**COUNCILMAN PATIN** – Councilman Patin congratulated the new Chairman and Vice-Chairman.

**COUNCILMAN COOPER** – Councilman Cooper congratulated the new Chairman and Vice-Chairman as well.

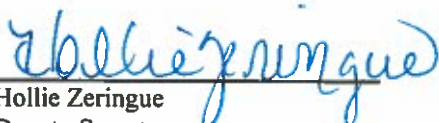
**COUNCILMAN FAVORITE** – Councilman Favorite asked the Director of Operations to let him know when the asphalt construction would start on the roadways getting repaved. He also congratulated the new Chairman and Vice-Chairman and offered good luck to Vondra Steib, a candidate for the District 6 councilman seat.

**VICE-CHAIRMAN KRAEMER** – Vice Chairman Kraemer asked that a card of condolence be sent to Mae Hymel Family and also to the family of D'Laun Oubre. He thanked the councilmen for their support in electing him as the Vice-Chairman of the Council.

**CHAIRMAN LOUQUE** – Chairman Louque thanked the council for their support in selecting him to serve as their new Chairman of the Council and congratulated Mr. Kraemer as the new Vice-Chairman.

## ADJOURNMENT

After determining there was no additional business to come before the council, on a motion offered by Councilman St. Pierre and seconded by Councilman Cooper and carried, the meeting adjourned at 7:03 p.m.

  
Hollie Zeringue  
Deputy Secretary