

**OFFICIAL PROCEEDINGS OF THE
COUNCIL OF THE PARISH OF ST. JAMES, STATE OF LOUISIANA
TAKEN AT A REGULAR MEETING HELD ON AUGUST 7, 2019**

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, August 7, 2019, at 6:30 p.m.

On roll call, the following were recorded present: Council Members Alvin St. Pierre, Jr. Jason Amato, Ralph Patin, Clyde Cooper, Vondra Etienne-Steib, Eddie Kraemer, and Chairman Ryan Louque.

Those also in attendance were: Linda Hubbell, Secretary; Timothy Roussel, Parish President; Michelle Octave, Chief Administrative Officer, Chantal Waguespack, Director of Finance; Blaise Gravois, Director of Operations; Ryan Donadieu, Interim Director of Emergency Preparedness; Ingrid Leblanc, Director of Human Resources, and Cody Martin, Legal Advisor.

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

The Honorable Ryan Louque, 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.

MINUTES

On a motion offered by Councilman Kraemer and seconded by Councilman Amato, the minutes of the July 24, 2019 public hearing were approved as distributed and the reading of these minutes dispensed with.

On a motion offered by Councilman St. Pierre and seconded by Councilman Kraemer, the minutes of the July 24, 2019 regular meeting were approved as distributed and the reading of these minutes dispensed with.

FINANCE DEPARTMENT MONTHLY REPORT

The Statement of Revenues and Expenditures for June 2019 was approved on a motion offered by Councilman Patin and seconded by Councilman Kraemer.

PRESIDENT'S REPORT

President Roussel provided this report:

- 1) Just a reminder, Ms. Chantal sent you an email earlier regarding your budget request. I do not believe she received anything from any of you. Please do not procrastinate on this request.
- 2) It was earlier this year that we discussed moving a meeting up around the Christmas holidays. In looking ahead, the administration is also concerned about the Thanksgiving holidays and Thursday, November 28th the banks will be closed. We may have to move the Wednesday, November 27th meeting up to Tuesday, November 26th. Again, the main problem here is handling of the wire transfer. December 25th is a Wednesday and a scheduled Council meeting day; so, we know we must address that one also. Ms. Chantal, do you want to add anything to this discussion?
- 3) I want to inform the Council that off the heels of the DOTD announcement of the approving our application for the \$1.5 mm for our East Bank Drainage Improvements, specifically speaking of the laterals on Hwy 3125, we are moving forward towards going out for bids as soon as possible. Mr. Gravois is meeting with the engineers this week to start lining up things for the process.
- 4) There is also a Complete Count Committee "kick-off" meeting in preparation for the upcoming census. Mr. Jeff Duhe, Census Regional Specialist will address the complete count committee members and the business community on the importance of the Census 2020. The meeting will be held in the St. James Parish Hospital Community Room beginning at 9 am.
- 5) I have a few reminders for you:
 - There will also be a "Business to Business Network Breakfast" at the St. James Parish Hospital on August 8th beginning at 8 am.
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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:

- District 5 Alternate Access Route – Cooper will request a meeting to get a briefing from Senator Price and Rep. Brass on moving forward.
- Hwy 3125 Left Turn Lane Concept – met with DOTD yesterday, will begin with the Grand Point turn lane.
- Lutcher 3rd Street Drainage Improvement Assistance Request – waiting coordination between the Operations Dept. and Ike Landry to place equipment.
- Traffic Light at Hwy 3127/3213 Update – Total to run the electricity is \$96,325.62. Of that, \$50,000 is vegetation cost and \$46,325.62 is the materials. St. James Parish School Board, St. John Parish School Board, and St. John Parish Council are no longer interested in supporting this effort. DOTD does not have funds to support the \$96,000. Councilman Kraemer inquired if we have funds in the road lighting district fund. Mr. Gravois indicated he will see if it can be funded through the road lighting fund.

NEW BUSINESS

RESOLUTION 19-159, A RESOLUTION TO APPROVE DISBURSEMENT OF PAYROLL FOR THE AUGUST 9, 2019 PAYROLL, was offered and moved for adoption by Councilman St. Pierre and seconded by Councilman Amato. After a unanimous roll call vote, the resolution was adopted.

RESOLUTION 19-160, A RESOLUTION TO APPROVE DISBURSEMENT OF FUNDS TO PAY PENDING CURRENT INVOICES AND PAYABLES, was offered and moved for adoption by Councilman Patin and seconded by Councilman Kraemer. After a unanimous roll call vote, the resolution was adopted.

After the Council Members questions were answered, **RESOLUTION 19-161, A RESOLUTION TO APPROVE THE PROPOSAL BY ST. JAMES SOLAR, LLC UNDER THE ST. JAMES PARISH LAND USE ORDINANCE, WITH CONDITIONS, PLANNING COMMISSION ITEM #19-16**, was offered and moved for adoption by Councilman Kraemer and seconded by Councilman Amato. After a unanimous roll call vote, the resolution was adopted.

RESOLUTION 19-162, A RESOLUTION PROCLAIMING THE MONTH OF AUGUST 2019 AS LIHEAP ACTION MONTH IN ST. JAMES PARISH, was offered and moved for adoption by Councilman Patin. Councilman Kraemer offered a second, and the resolution was unanimously adopted.

RESOLUTION 19-163, A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN AGREEMENTS, CONTRACTS, REPORTS, MEMORANDUM OF UNDERSTANDINGS, AMENDMENTS, AND REVISIONS TO SUPPORT THE HUEY AND ANGELINA WILSON FOUNDATION GRANT, was offered and moved for adoption by Councilman Kraemer. Councilman St. Pierre offered a second, and the resolution was unanimously adopted.

RESOLUTION 19-164, A RESOLUTION AUTHORIZING PARISH PRESIDENT TIMOTHY P. ROUSSEL TO SIGN A RENEWAL CONTRACT WITH ELECTRONIC BUSINESS SYSTEMS, INC, was offered and moved for adoption by Councilman Amato. Councilman Patin offered a second, and the resolution was unanimously adopted.

An **EXECUTIVE SESSION** convened at 7:00 p.m., with a motion offered by Councilman Amato and seconded by Councilman Kraemer. After a unanimous roll call vote, the motion carried. Members of the Council, President Roussel, Attorney John Young, Thomas Hymel – Insurance Agent, Jill Couvillion – Insurance Broker, Charlie Dirks – Insurance Dirks, Carmel Breaux – Insurance Consultant withdrew to an adjoining chamber to receive a status report from special counsel regarding the litigation seeking a declaratory judgement titled *Berkley Insurance Company versus St. James Parish Government, et. al*, pending in the United States District Court for the Eastern District of Louisiana, Civil Action No. 19-11744 L(3). All returned at 7:31 p.m., and the regular session was reconvened. Chairman Louque informed the public that no decisions were made and that the case was voluntarily dismissed by Berkley.

COUNCIL MEMBER'S REPORT

COUNCILMAN ST. PIERRE – Councilman St. Pierre indicated that Rhonda, with Entergy, said the Lutchter Substation is on the books to be upgraded. He said bids on 3125 will be provided to the council for review so they can let the people know how much money was received and how much will be used out of the budget. Councilman St. Pierre indicated that Gramercy Recreation is identifying the needs and costs of the park for Capital Outlay.

COUNCILMAN AMATO – Councilman Amato indicated that he submitted a work request for Acadia ditch for the two spots caving in. He said he is waiting on one estimate for his budget. He wished Best of Success to all students beginning the school year, and he wished Best of Luck to Team Louisiana as they make their way to the Little League World Series in Williamsport.

COUNCILMAN PATIN – Councilman Patin thanked the Operations department for the good job cutting the ditch along Winnie Road.

COUNCILMAN COOPER – Councilman Cooper requested a condolence letter be sent to the family of Geraldine Mayho. He informed everyone that he met with YCI's plant manager and Charlie Yao do discuss employment of St. James residents.

COUNCILWOMAN ETIENNE-STEIB – Councilwoman Etienne-Steib had no comment.

COUNCILMAN KRAEMER – Councilman Kraemer inquired about installing a handicap ramp/access at the Red Falgoust boat launch. Mr. Gravois indicated that they are looking to also install one at Blind River.

CHAIRMAN LOUQUE – Chairman Louque indicated that some of boards are deteriorating at the Blind River launch and inquired about replacement. Mr. Gravois indicated that it is in the plan, and they are waiting for the ramp to come in and they may pour concrete for the handicap accessible lift.

DIRECTOR REPORT

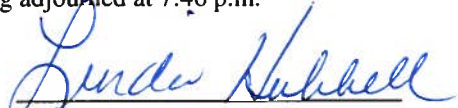
MICHELLE OCTAVE – reminded everyone about the upcoming business workshops. She said she had a conference call with the Business Women Alliance Group, and they will be coming in to host various workshops, for both women and men, to help grow they business.

BLAISE GRAVOIS – indicated the river level is going down and some of the work that was on hold has recently been started. He said he has already contacted the engineer and the contractor about the raw water intake on the East Bank that once the river is at 11' they can begin work to finish the job. He informed the council that a new application for a compressor station in the St. James area is schedule to go before the Planning Commission at the next meeting. He said the road program will begin on Monday, in District 5. He said patching will done before resurfacing and they project is scheduled to be complete in November.

RYAN DONADIEU – indicated that, pertaining to the ransomware, they are doing work and dealing with some vendors here to shore up a network, and one of the upgrades will cost in excess of \$100,000. He said the State is under Declared Emergency so there is a chance that we may get reimbursed from the federal government.

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 Amato and carried, the meeting adjourned at 7:46 p.m.


Linda Hubbell, Secretary