

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, MAY 24<sup>TH</sup>, 2022**  
**CHAIRMAN MICHAEL WRIGHT**  
**VICE-CHAIR LENNIX MADERE**

The Council of the Parish of St. John the Baptist Parish, State of Louisiana, met in Regular Session in the St. John the Baptist Parish Government Complex Chambers, LaPlace, Louisiana on Tuesday, May 24<sup>th</sup>, 2022, at 6:00 PM.

**CALL TO ORDER:**

**PRESENT AT ROLL CALL:** Lennix Madere, Jr., Councilman-at-Large, Div. A, Kurt Becnel, Councilman District I, Warren Torres, Jr., Councilman District II, Tammy Houston, Councilwoman District III, Tyra Duhe-Griffin, Councilwoman District IV, Robert Arcuri, Councilman District V, Tonia Schnyder, Councilwoman District VI, Thomas Malik, Councilman District VII

**ABSENT:** Michael Wright

Councilwoman Duhe-Griffin led the Prayer. Councilman Torres led the Pledge.

Legal Counsel Keith Green Jr. and Christopher Cortez were present.

**PUBLIC COMMENT - AGENDA ITEMS ONLY (3 minutes per citizen)**

There were no public comments.

**Jaclyn Hotard - Proclamation - June as Safety Month**

**Jaclyn Hotard - Confirmation of Department Director**

Director of Planning & Zoning - Dr. Tara Lambeth

**MOTION:** Councilwoman Houston moved and Councilman Malik seconded the motion to confirm the appointment of Dr. Tara Lambeth as the Director of Planning & Zoning. The motion passed unanimously with Councilman Wright absent.

**CONSENT AGENDA:**

**ITEMS:** Approval of Minutes - May 10<sup>th</sup>, 2022, Council Meeting; Permit Approval - 3<sup>rd</sup> Annual Juneteenth Walk - Saturday, June 18<sup>th</sup>, 2022 - 8:00 AM - starting at Home Depot and ending at the St. John Government Complex

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to approve consent agenda items consisting of - Approval of Minutes - May 10<sup>th</sup>, 2022, Council Meeting; Permit Approval - 3<sup>rd</sup> Annual Juneteenth Walk - Saturday, June 18<sup>th</sup>, 2022 - 8:00 AM - starting at Home Depot and ending at the St. John Government Complex. The motion passed with Councilman Wright absent.

**REPORTS**

**President's Report**

**Jaclyn Hotard - Monthly Financial Report (April 2022)**

**PUBLIC HEARING AND ADOPTION ON ORDINANCE(S)/NEW BUSINESS:**

**Michael Wright - Selection of the Official Journal for St. John the Baptist Parish Government**

**MOTION:** Councilwoman Houston moved and Councilman Malik seconded the motion to suspend the rules to amend the agenda to remove Selection of the Official Journal for St. John the Baptist Parish Government because it lacks specificity. The motion passed with 7 yeas, 1 against (Torres) and 1 absent (Wright).

**MOTION:** Councilwoman Houston moved and Councilman Becnel seconded the motion to REMOVE Selection of the Official Journal for St. John the Baptist Parish Government from the agenda because it lacks specificity. The motion passed with 7 yeas, 1 against (Torres) and 1 absent (Wright).

**Jaclyn Hotard/Peter Montz - Resolution - R22-86 - A Resolution authorizing St. John the Baptist Parish to ratify the Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for Grants Administration**

**MOTION:** Councilman Malik moved and Councilwoman Schnyder seconded the motion to approve Resolution - R22-86 - A Resolution authorizing St. John the Baptist Parish to ratify the Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for Grants Administration. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and, **WHEREAS**, Barowka and Bonura Engineers and Consultants, LLC of Metairie, LA has been selected as the Engineer for Grants Administration; and, **WHEREAS**, the Engineer will implement, monitor, prepare and respond to Requests for Information from FEMA/GOHSEP Office for the current open Hazard Mitigation Projects which includes assistance with H&H Studies, Budget Amendments, Extension Requests and Closeout Reports for HMGP Drainage Improvement Projects and the Acquisition Program; and, **WHEREAS**, the current HMGP Drainage Improvement Projects include the Bar Screen Cleaners Phase II, Marigold Phase I, LaPlace Height Drainage Project Phase II, River Forest Canal Extension Phase II, Airport Pump Phase II and the Acquisition Grant Program. **WHEREAS**, associated costs will be funded through FEMA reimbursement. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute the Professional Services Agreement between St. John the Baptist Parish and Barowka and Bonura Engineers and Consultants, LLC. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-87 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with The Center for Planning Excellence, Inc. to provide professional services for the Audit of the Code of Ordinances**

**MOTION:** Councilwoman Houston moved and Councilman Malik seconded the motion to approve Resolution - R22-87. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with the Center for Planning

Excellence, Inc. to provide professional services for the Audit of the Code of Ordinances. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, The Center for Planning Excellence, Inc. conducted a review and audit of the Code of Ordinances and will provide recommended amendments to remove barriers to growth, to streamline permitting procedures and to improve efficiency in Code Enforcement; and, **WHEREAS**, this Extension will add one (1) year to the original Agreement dated February 23, 2021; and, **WHEREAS**, the Extension maintain the same pricing and is funded through the Planning and Zoning Department. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, St. John the Baptist Parish is hereby authorized to extend the Professional Services Agreement between St. John the Baptist Parish and The Center for Planning Excellence, Inc. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-88 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Tetra Tech, Inc. for Disaster Debris Monitoring Services**

**MOTION:** Councilman Arcuri moved and Councilwoman Houston seconded the motion to approve Resolution - R22-88. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Tetra Tech, Inc. for Disaster Debris Monitoring Services. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, Tetra Tech, Inc. provides debris monitoring and tracking that is required for FEMA reimbursements and is only activated in the event of a disaster; and, **WHEREAS**, this Extension will add one (1) year to the original Agreement dated June 26, 2018; and, **WHEREAS**, the Extension maintains the same pricing and is funded through FEMA reimbursements. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, St. John the Baptist Parish is hereby authorized to extend the Professional Services Agreement between St. John the Baptist Parish and Tetra Tech, Inc. The motion passed with Councilwoman Schnyder abstaining and Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-89 - A Resolution authorizing St. John the Baptist Parish to renew the Professional Services Agreement with All the Time Janitorial, LLC for Janitorial Services**

**MOTION:** Councilman Becnel moved and Councilwoman Houston seconded the motion to approve Resolution - R22-89. A Resolution authorizing St. John the Baptist Parish to renew the Professional Services Agreement with All the Time Janitorial, LLC for Janitorial Services. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, All the Time Janitorial, LLC provides janitorial services for Parish facilities through the Parish; and, **WHEREAS**, this Renewal will add one (1) year to the original Agreement dated June 11, 2019; and **WHEREAS**, the Renewal maintains the same pricing and is funded through multiple departments. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the

Baptist Parish Council, St. John the Baptist Parish is hereby authorized to renew the Professional Services Agreement between St. John the Baptist Parish and All the Time Janitorial, LLC. The motion passed with 5 Yeas (Arcuri, Becnel, Houston, Madere, Torres), 2 against (Duhe-Griffin, Malik), 1 Abstaining (Schnyder) and Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-90 - A Resolution authorizing St. John the Baptist Parish to renew the Professional Services Agreement with Enmon Enterprises, LLC dba Jani-King of New Orleans for Janitorial Services**

**MOTION:** Councilwoman Duhe-Griffin moved and Councilman Arcuri seconded the motion to approve Resolution - R22-90. A Resolution authorizing St. John the Baptist Parish to renew the Professional Services Agreement with Enmon Enterprises, LLC dba Jani-King of New Orleans for Janitorial Services. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, Jani-King of New Orleans provides janitorial services Parish facilities through the Parish; and, **WHEREAS**, this Renewal will add one (1) year to the original Agreement dated June 11, 2019; and, **WHEREAS**, the Renewal maintains the same pricing and is funded through multiple departments. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, St. John the Baptist Parish is hereby authorized to renew the Professional Services Agreement between St. John the Baptist Parish and Enmon Enterprises, LLC dba Jani-King of New Orleans. The motion passed with 6 Yeas (Arcuri, Becnel, Duhe-Griffin, Houston, Torres), 1 against (Malik), 1 Abstaining (Schnyder) and Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-91 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Infinity Engineering Consultants, LLC for Councils on Aging HVAC upgrades**

**MOTION:** Councilwoman Schnyder moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution - R22-91. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Infinity Engineering Consultants, LLC for Councils on Aging HVAC upgrades. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, Infinity Engineering Consultants, LLC of Metairie, LA has been selected as the Engineer for the Councils on Aging HVAC Upgrades; and, **WHEREAS**, St. John the Baptist Parish has two Council on Aging facilities, one in Reserve and one in Edgard; and, **WHEREAS**, the LCDBG-CV grant is purposed to upgrade Parish facility HVAC systems that service low to moderate income residents with the goal of mitigating the spread of COVID; and, **WHEREAS**, the estimated cost of the Agreement is \$36,385 and will be funded through the LCDBG-CV Grant. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute the Professional Services Agreement between St. John the Baptist Parish and Infinity Engineering Consultants, LLC. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-92 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Castay, Inc. for Emergency Standby Generators**

**MOTION:** Councilwoman Houston moved and Councilman Arcuri seconded the motion to approve Resolution - R22-92. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Castay, Inc. for Emergency Standby Generators. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, Castay, Inc. of LaPlace, LA ranked first out of three (3) proposals reviewed and scored by the Source Selection Committee, and, **WHEREAS**, Castay, Inc. will provide services and equipment to be utilized as-needed during emergencies; and **WHEREAS**, services will be funded through the Utilities and Public Works Departments. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to sign and execute the Professional Services Agreement between St. John the Baptist Parish and Castay, Inc. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-93 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with G.E.C., Inc. for the LASAFE Airline and Main Complete Streets Project**

**MOTION:** Councilman Malik moved and Councilman Becnel seconded the motion to approve Resolution - R22-93. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and **WHEREAS**, G.E.C., Inc. of Metairie, LA has been selected as the Engineer for the LASAFE Airline and Main Complete Streets Project; and, **WHEREAS**, G.E.C. will provide services for converting to DOTD Standards for Advertisements and Bids for the LASAFE Airline and Main Complete Streets Project; and, **WHEREAS**, the estimated cost of the Agreement is approximately \$162,512.23 and will be funded through \$6M the Parish received from the Louisiana Office of Community Development. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that Parish President Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Parish Council to execute the Professional Services Agreement between St. John the Baptist Parish and G.E.C., Inc. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-94 - A Resolution authorizing St. John the Baptist Parish to settle and pay the March 29, 2022, Property Damage Claim to Brent Waguespack of 124 N. Church Street, Garyville, LA 70051**

**MOTION:** Councilman Malik moved and Councilwoman Schnyder seconded the motion to approve Resolution - R22-94. A Resolution authorizing St. John the Baptist Parish to settle and pay the March 29, 2022, Property Damage Claim to Brent Waguespack of 124 N. Church Street, Garyville, LA 70051. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act

related to the administrative business of the Parish; and, **WHEREAS**, Riverlands Insurance Services, Inc. recommended, and Legal Counsel approved the settlement amount of \$627.08; and, **WHEREAS**, the settlement will be funded through the Claim/Litigation Settlement line item of the Public Works Budget. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to settle and pay the March 29, 2022, Property Damage Claim to Brent Waguespack of 124 N Church Street, Garyville, LA 70051. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R22-95 - A Resolution authorizing St. John the Baptist Parish to settle and pay the April 27, 2022, Property Damage Claim to Total Trucking Operation, LLC of 128 4<sup>th</sup> Street, St. Rose, LA 70087**

**MOTION:** Councilman Malik moved and Councilwoman Schnyder seconded the motion to approve Resolution - R22-95. A Resolution authorizing St. John the Baptist Parish to settle and pay the April 27, 2022, Property Damage Claim to Total Trucking Operation, LLC of 128 4<sup>th</sup> Street, St. Rose, LA 70087. **WHEREAS**, Article IV, Section H (2) and (5) of the St. John the Baptist Parish Home Rule Charter permits the Parish Council to adopt a resolution when authorizing a designated person(s) to execute a previously approved contract on its behalf and/or to perform a ministerial act related to the administrative business of the Parish; and, **WHEREAS**, Riverlands Insurance Services, Inc. recommended, and Legal Counsel approved the settlement amount of \$387.66; and, **WHEREAS**, the settlement will be funded through the Claim/Litigation Settlement line item of the Public Works Budget. **NOW, THEREFORE, BE IT RESOLVED**, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to settle and pay the April 27, 2022, Property Damage Claim to Total Trucking Operation, LLC of 128 4<sup>th</sup> Street, St. Rose, LA 70087. The motion passed with Councilman Wright absent.

**Jaclyn Hotard - Resolution - R22-96 - A Resolution authorizing St. John the Baptist Parish President to complete and submit those documents and agreements required in connection with the Local Government Assistance Program (LGAP) 2021-2022 Grant Application in the sum of \$150,000 to the State of Louisiana to complete Fire Hydrant Repairs or Replacements at various locations throughout the Parish**

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution - R22-96. A Resolution authorizing St. John the Baptist Parish President to complete and submit those documents and agreements in connection with the Local Government Assistance Program (LGAP) 2021-2022 Grant Application in the sum of \$150,000 to the State of Louisiana to complete Fire Hydrant Repairs or Replacements at various locations throughout the Parish. **WHEREAS**, there is number of deteriorated and inoperable fire hydrants at various locations throughout the Parish in need of replacement; and, **WHEREAS**, the purpose of LGAP is to assist local governments with grant funding, with no match or reimbursement required from the recipient or Parish, for needed infrastructure and long-term capital improvements, that will improve health, safety and quality of life of citizens; and, **WHEREAS**, the grant will allow the Parish to use funds in the amount of \$150,000.00 to repair or replace the substandard hydrants; and, **NOW, THEREFORE, BE IT RESOLVED** by the St. John the Baptist Parish Council, acting as governing authority of said Parish. **SECTION 1.** That the St. John the Baptist Parish Council does hereby authorize the Parish President to complete and submit those documents and agreements required in connection with the Local Government Assistance Program (LGAP) 2021-2022 grant application totaling \$150,000.00 to the

State of Louisiana for Fire Hydrant Repair and Replacement at various locations throughout the Parish. The motion passed with Councilman Wright absent.

**INTRODUCTION OF ORDINANCES:**

**22-18** An ordinance approving the family re-subdivision of Lot C-1 of the Amedee Tract of Lot 9 of Hope Plantation into Lots C-1A & C-1B of the Amedee Tract of Lot 9 of Hope Plantation, located in the area generally bounded by Buster Street, Highway 44, S Church Street, and Miano Street, Garyville, St. John the Baptist Parish, LA, as shown in Exhibit 1 attached (PZS-22-1304) (J. Hotard & C. Crumbley)

**22-19** An ordinance approving the rezoning of North ½ Lot 9, Mayflower Subdivision, located in the area generally bounded by W. 1<sup>st</sup> Street, L & L Court, Highway 18, and Highway 3127, Edgard, St. John the Baptist Parish, LA from the Residential District One (R-1) to the Residential District Two (R-2) zoning district as shown in Exhibit 1 attached (PZR-22-1303) (J. Hotard & C. Crumbley)

**22-20** An ordinance approving the rezoning of Lot 1-WKA, Reine Subdivision, located in the area generally bounded by E. Airline Highway, Simon Street, and Kimball Drive, LaPlace, St. John the Baptist Parish, LA from the Commercial District Three (C-3) to the Industrial District One (I-1), as shown in Exhibit 1 attached (PZR-22-1297) (J. Hotard & C. Crumbley)

**22-21** A ordinance authorizing the incurring of debt and issuance of Fifteen Million Dollars (\$15,000,000) of General Obligation Bonds, Series 2022, of the Parish of St. John the Baptist, State of Louisiana; and providing for other matters in connection therewith (J. Hotard)

**MOTION:** Councilwoman Duhe-Griffin moved and Councilman Malik seconded the motion to go into Executive Session to discuss Micah Fobb v. Atlantic Specialty Insurance, St. John the Baptist Parish Council and Donia Steele, Case No. 75651. The motion passed with Councilman Wright absent.

**EXECUTIVE SESSION:**

*Micah Fobb v. Atlantic Specialty Insurance, St. John the Baptist Parish Council and Donia Steele, Case No. 75651*

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to go back into Regular Session. The motion passed with Councilman Torres and Wright absent.

There was no action taken as a result of the Executive Session.

**MOTION:** Councilman Malik moved and Councilwoman Schnyder seconded the motion to grant authority to Legal Counsel as recommended in the case of Micah Fobb v. Atlantic Specialty Insurance, St. John the Baptist Parish Council and Donia

Steele, Case No. 75651. The with motion passed with Councilman Wright absent.

**CORRESPONDENCE/COUNCIL BRIEFS:**

**ADJOURNMENT:**

At 7:13 PM, Councilwoman Duhe-Griffin moved and Councilman Malik seconded the motion to adjourn. The motion passed with Councilman Wright absent.

/s/Lennix Madere, Jr  
COUNCIL VICE-CHAIR

/s/Jackie Landeche  
Council Secretary