

OFFICIAL PROCEEDINGS
ST. JOHN THE BAPTIST PARISH COUNCIL
TUESDAY, MARCH 25th, 2025
CHAIRMAN TAMMY HOUSTON
VICE-CHAIR ROBBY ARCURI

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, March 25th, 2025, at 6:00 PM.

CALL TO ORDER:

ROLL CALL: Lennix Madere, Jr., Councilman-at-Large, Div. A, Michael Wright, Councilman-at-Large, Div. B, Virgie Johnson, Councilwoman District I, Warren Torres, Councilman District II, Tammy Houston, Councilwoman District III, Tyra Duhe-Griffin, Councilwoman District IV, Robby Arcuri, Councilman District V, Vernon Bailey, Councilman District VI, Dixie Ramirez, Councilwoman District VII

ABSENT: None

Baileigh Helm, Purchasing Director, led the Prayer and Brian Firmin, Administrator of the Southeast Louisiana Veterans Home of Affairs, led the Pledge.

Legal Counsel Keith Green, Jr. and Kennilyn Schmill were present.

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

There was no public comment at this time.

Vernon Bailey - Presentation - Secretary Charlton Meginley, Louisiana Department of Veterans Affairs - Update on the Reserve Veterans Home and information for Veterans in the Parish

Jaclyn Hotard - Proclamation - April as Fair Housing Month

CONSENT AGENDA:

ITEMS: Approval of Minutes - February 25th, 2025, Council Meeting; Councilman Wright - Appointment of Jay Lambremont to the Coastal Zone Advisory Committee

MOTION: Councilwoman Johnson moved and Councilwoman Ramirez seconded the motion to approve the consent agenda items consisting of Approval of Minutes - February 25th, 2025, Council Meeting; Councilman Wright - Appointment of Jay Lambremont to the Coastal Zone Advisory Committee. The motion passed unanimously.

EXECUTIVE SESSION

Carlos Rotllan v. Lawrence Forestier, St. John the Baptist Parish, & St. John Sheriff Docket No. 82344 Div. A

Adley Boudreaux, Jr. v. St. John the Baptist Parish Council, Docket No. 79323
Div. B

Karla Lee v. Felton Collins, et al - 40th JDC #79192, Div. "C"

Virdell Kindrick v. St. John the Baptist Parish, No. 77459 Div. C

MOTION: Councilman Bailey moved and Councilman Arcuri seconded the motion to go into Executive Session to discuss Carlos Rotllan v. Lawrence Forestier, St. John the Baptist Parish, & St. John Sheriff Docket No. 82344 Div. A; Adley Boudreaux, Jr. v. St. John the Baptist Parish Council, Docket No. 79323 Div. B; *Karla Lee v. Felton Collins, et al - 40th JDC #79192, Div. "C"*; *Virdell Kindrick v. St. John the Baptist Parish, No. 77459 Div. C*. The motion passed unanimously.

MOTION: Councilman Bailey moved and Councilman Wright seconded the motion to go back into regular session. The motion passed with Councilman Arcuri absent.

MOTION: Councilman Wright moved and Councilman Bailey seconded the motion to authorize Legal Counsel to enter into negotiations with the recommendation made in executive session in the matter of Adley Boudreaux, Jr. v. St. John the Baptist Parish Council, Docket No. 79323 Div. B. The motion passed with Councilman Arcuri absent.

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

REPORTS:

President's Report

Jaclyn Hotard - Monthly Financial Report (February 2025)

NEW BUSINESS:

Jaclyn Hotard/Peter Montz - Resolution - R25-36 - A Resolution authorizing St. John the Baptist Parish to award the Parish's Property and Casualty Insurance to Riverlands Insurance Services, Inc.

MOTION: Councilman Arcuri moved and Councilman Wright seconded the motion to approve Resolution R25-36. A Resolution authorizing St. John the Baptist Parish to award the Parish's Property and Casualty Insurance to Riverlands Insurance Services, Inc. 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. of LaPlace, LA submitted the only proposal received and reviewed by the Source Selection Committee; and, WHEREAS, the lines of coverage included in the package policy are commercial general liability, commercial automobiles, public officials' liability, and excess liability; and, WHEREAS, the new premium of \$2,941,479.83 reflects a 3.2% increase over the expiring premium and the named storm deductible decreased 2.5% on all Parish facilities; and, WHEREAS, premium will be funded through the General fund and other various Department Funds. NOW,

THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to award the Parish's Property and Casualty Insurance to Riverlands Insurance Services, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-37 - A Resolution authorizing St. John the Baptist Parish President to enter an Indemnity and Hold Harmless Agreement with the Pontchartrain Levee District for the Annual Independence Day Celebration

MOTION: Councilwoman Ramirez moved and Councilwoman Johnson seconded the motion to approve Resolution R25-37. A Resolution authorizing St. John the Baptist Parish President to enter an Indemnity and Hold Harmless Agreement with the Pontchartrain Levee District for the Annual Independence Day Celebration. 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 Annual Independence Day Celebration Fireworks Show takes place from a barge on the Mississippi River, Wednesday, July 2, 2025 on the east and west banks of the river; and, WHEREAS, the Pontchartrain Levee District is the public body with authority to regulate activities on the levee system related to maintenance and integrity of the levee structure; and, WHEREAS, this Agreement is required by the Pontchartrain Levee District to host the Annual Independence Day Celebration Fireworks show; and, WHEREAS, St. John the Baptist Parish will agree to maintain an insurance policy for public liability and property damage, with the Pontchartrain Levee District as the named additional insured, in the amount of \$1,000,000. 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 Indemnity and Hold Harmless Agreement between St. John the Baptist Parish and the Pontchartrain Levee District. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-38 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Meyer Engineers, Ltd. for the REGALA Park Flag Football Field Synthetic Turf and Lighting Project

MOTION: Councilman Wright moved and Councilman Bailey seconded the motion to approve Resolution R25-38. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Meyer Engineers, Ltd. for the REGALA Park Flag Football Field Synthetic Turf and Lighting Project. 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, Meyer Engineers, Ltd. of Metairie, LA has been selected as the Engineer for the REGALA Park Flag Football Field Synthetic Turf and Lighting Project; and, WHEREAS, services will include synthetic turf installation, drainage and field lighting on the Flag Football Field at REGALA Park; and, WHEREAS, the estimated cost of the Agreement is \$68,291 and will be funded through the Recreation Department Budget. 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 St. John the Baptist Parish Council to sign and execute the Professional Services Agreement between St. John the Baptist Parish and Meyer Engineers, Ltd. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-39 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with All South Consulting Engineers, LLC for the Tigerville Pump Station Rehabilitation and Force Main Project

MOTION: Councilman Madere moved and Councilwoman Johnson seconded the motion to approve Resolution R25-39. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with All South Consulting Engineers, LLC for the Tigerville Pump Station Rehabilitation and Force Main Project. 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 South Consulting Engineers, LLC of Metairie, LA has been selected as the Engineer for the Tigerville Pump Station Rehabilitation and Force Main Project; and, WHEREAS, the existing pump station located at the end of Cox Court in Edgard, LA needs to be rehabilitated into a Lift Station and a new Force Main needs to be installed from Tigerville Lift Station to the West 1st Street Lift Station; and, WHEREAS, the estimated cost of the Agreement is \$949,268.58 and will be funded through the Louisiana Department of Environmental Quality State Revolving Loan. 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 St. John the Baptist Parish Council to sign and execute the Professional Services Agreement between St. John the Baptist Parish and All South Consulting Engineers, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-40 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Curtis Engineering Services, Inc. for the Sewer Force Main Extension Connection from River Road Wastewater Treatment Plant (WWTP) to Reserve Wastewater Treatment Pond Project

MOTION: Councilman Madere moved and Councilwoman Ramirez seconded the motion to approve Resolution R25-40. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Curtis Engineering Services, Inc. for the Sewer Force Main Extension Connection from River Road Wastewater Treatment Plant (WWTP) to Reserve Wastewater Treatment Pond Project. 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, Curtis Engineering Services, Inc. of LaPlace, LA has been selected as the Engineer for the Sewer Force Main Extension Connection from River Road WWTP to Reserve Wastewater Treatment Pond Project; and, WHEREAS, services include the installation of a new Force Main from the Reserve Wastewater Treatment Pond to the Mississippi River; and, WHEREAS, the estimated cost of the Agreement is \$559,405 and will be funded by a FY19 EPA Lake Pontchartrain Basin Restoration Program Grant and the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. 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 Curtis Engineering Services, Inc. The motion passed with 8 yeas and 1 against (Torres).

Jaclyn Hotard/Peter Montz - Resolution - R25-41 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with La Terre Engineering, LLC for the Jack Street Lift Station and Force Main Project

MOTION: Councilwoman Johnson moved and Councilman Madere seconded the motion to approve Resolution R25-41. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with La Terre Engineering, LLC for the Jack Street Lift Station and Force Main Project. 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, La Terre Engineering, LLC of Baton Rouge, LA has been selected as the Engineer for the Jack Street Lift Station and Force Main Project; and, WHEREAS, services include the rehabilitation of the existing Jack Street Lift Station located at 5371 LA-18 in Edgard, LA and the installation of a new Force Main from Jack Street Lift Station to the new Westbank Wastewater Treatment Pond; and, WHEREAS, the estimated cost of the Agreement is \$461,180.06 and will be funded through the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. 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 La Terre Engineering, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-42 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Capital One, NA as the Fiscal Agent for the Parish

MOTION: Councilman Bailey moved and Councilman Wright seconded the motion to approve Resolution R25-42. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Capital One, NA as the Fiscal Agent for the Parish. 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, Extension No. 1 will add four (4) years to the original Agreement dated May 25, 2021; and, WHEREAS, Capital One acts on behalf of St. John the Baptist Parish to perform various financial duties and finance-related tasks; and, WHEREAS, Capital One also provides specific services to support the fiscal policies and objectives of St. John the Baptist Parish. 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 Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and Capital One, NA. The motion passed with 8 yeas and 1 against (Torres).

Jaclyn Hotard/Peter Montz - Resolution - R25-43 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for Grants Administration

MOTION: Councilwoman Duhe-Griffin moved and Councilman Madere seconded the motion to approve Resolution R25-43. A Resolution authorizing St. John the Baptist Parish to extend 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, this extension will add one (1) year to the original Agreement dated May 24, 2022; and, WHEREAS, Barowka and Bonura Engineers and Consultants, LLC implement, monitor, prepare and respond to Requests for Information from FEMA/GOHSEP Office for the Hazard Mitigation Projects which include assistance with H&H Studies, Budget Amendments, Extension Requests and Closeout Reports for HMGP Drainage Improvement Projects and the Acquisition Program; and, WHEREAS, Extension No. 1 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 Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and Barowka and Bonura Engineers and Consultants, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-44 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Dewberry Engineers, Inc. for the Comprehensive Stormwater Master Plan

MOTION: Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R25-44. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Dewberry Engineers, Inc. for the Comprehensive Stormwater Master Plan. 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, this extension will add one (1) year to the original Agreement dated May 23, 2023; and, WHEREAS, the Comprehensive Stormwater Master Plan will be developed Parish wide to access future potential funding opportunities such as Hazard Mitigation Community Development Block Grants, etc. for drainage improvements; and, WHEREAS, Extension No. 1 will be funded through the Levee Fund. 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 Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and Dewberry Engineers Incorporated. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-45 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with MB3, Inc. for Abstract, Title and Land Acquisition Services

MOTION: Councilman Wright moved and Councilwoman Ramirez seconded the motion to approve Resolution R25-45. A Resolution authorizing St. John the Baptist Parish

to extend the Professional Services Agreement with MB3, Inc. for Abstract, Title and Land Acquisition 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, Extension No. 1 will add two (2) years to the original Agreement dated May 11, 2021; and, WHEREAS, MB3, Inc. provide abstract, title and legal land acquisition services that are required for Water Improvements for the Parish; and, WHEREAS, Extension No. 1 will be funded through the Utilities Department Budget. 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 Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and MB3, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-46 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with Castay, Inc. for Emergency Standby Generators

MOTION: Councilman Wright moved and Councilwoman Johnson seconded the motion to approve Resolution R25-46. A Resolution authorizing St. John the Baptist Parish to extend the 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, Extension No. 1 will one (1) year to the original Agreement dated May 24, 2022; and, WHEREAS, Castay, Inc. provides services and equipment to be utilized on an as-needed basis during emergencies; and WHEREAS, Extension No. 1 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 execute Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and Castay, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-47 - A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with CrowderGulf, LLC for Emergency Response, Management and Recovery Services

MOTION: Councilman Madere moved and Councilman Bailey seconded the motion to approve Resolution R25-47. A Resolution authorizing St. John the Baptist Parish to extend the Professional Services Agreement with CrowerGulf, LLC for Emergency Response, Management and Recovery 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, Extension No. 1 will add two (2) years to the original Agreement dated May 25, 2021; and, WHEREAS, CrowderGulf, LLC provides expedient removal of storm debris within the Parish as a result of a natural disaster and Recovery Technical Assistance; and, WHEREAS, Extension No. 1 will be funded through the Public Works Department with 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 Extension No. 1 of the Professional Services Agreement between St. John the Baptist Parish and CrowderGulf, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-48 - A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with McKim & Creed, Inc. for the Reserve Wastewater Treatment Pond Capacity Expansion Project

MOTION: Councilwoman Ramirez moved and Councilman Wright seconded the motion to approve Resolution R25-48. A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with McKim & Creed, Inc. for the Reserve Wastewater Treatment Pond Capacity Expansion Project. 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, Amendment No. 1 includes a fee adjustment based on the increase in Construction Contract time from 410 calendar days to 560 calendar days; and, WHEREAS, the estimated cost of the Amendment No. 1 is \$261,455.90 and will be funded through the Wastewater Fund with reimbursement from the Louisiana Department of Environmental Quality Clean Water State Revolving Loan and/or the American Rescue Plan Act (ARPA) Funds. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to amend the Professional Services Agreement between St. John the Baptist Parish and McKim & Creed, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-49 - A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Hartman Engineering, Inc. for the 1 Million Gallons Per Day (MGD) Wastewater Treatment Pond Project (Westbank)

MOTION: Councilwoman Johnson moved and Councilman Madere seconded the motion to approve Resolution R25-49. A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Hartman Engineering, Inc. for the 1 Million Gallons Per Day (MGD) Wastewater Treatment Pond Project (Westbank). 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, Amendment No. 1 adds three (3) years to the original Agreement dated July 12, 2022; and, WHEREAS, the project is funded through the Louisiana Department of Environmental Quality Clean Water State Revolving Loan. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to amend the Professional Services Agreement between St. John the Baptist Parish and Hartmand Engineering, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-50 - A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Digital Engineering and Imaging, Inc. for the Clean Water State Revolving Loan Program Management

MOTION: Councilman Wright moved and Councilwoman Ramirez seconded the motion to

approve Resolution R25-50. A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Digital Engineering and Imaging, Inc. for the Clean Water State Revolving Loan Program Management. 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, St. John the Baptist Parish was approved for \$15,000,000 in 2nd round of funding from the Louisiana Department of Environmental Quality for a Clean Water State Revolving Fund Loan for much needed wastewater improvements, and, WHEREAS, Amendment No. 2 includes additional Program Management services which are required to administer these funds and to manage additional Wastewater Improvement Projects. WHEREAS, the cost of Amendment No. 2 is approximately \$450,000 and will be funded through the Wastewater Fund with Reimbursement by the Louisiana Department of Environmental Quality Clean Water State Revolving Loan upon closing the loan. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to amend the Professional Services Agreement between St. John the Baptist Parish and Digital Engineering and Imaging, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-51 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with TKTMJ, Inc. for the Construction of the Westbank Multipurpose Complex

MOTION: Councilwoman Johnson moved and Councilman Madere seconded the motion to approve Resolution R25-51. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with TKTMJ, Inc. for the Construction of the Westbank Multipurpose Complex. 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, Change Order No. 2 increases the original Agreement amount by \$7,642 and an additional seventy-eight (78) calendar days; and, WHEREAS, the increase is to furr out the wall in the men's restroom to bypass a metal beam and additional framework; and, WHEREAS, the new date of Substantial Completion is estimated to be May 14, 2025; and, WHEREAS, the project is funded through various 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 execute Change Order No. 2 between St. John the Baptist Parish and TKTMJ, Inc. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-52 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with LA Contracting Enterprise, LLC for the Cambridge Pump Station Modifications and Force Main Replacement Project

MOTION: Councilman Bailey moved and Councilwoman Ramirez seconded the motion to approve Resolution R25-52. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 1 with LA Contracting Enterprises, LLC for the Cambridge Pump Station Modifications and Force Main Replacement Project. 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, Change Order No. 1 is a close-out Change Order which increases the original Agreement in the amount of \$3,361 and deducts fifty-six (56) calendar days; and, WHEREAS, the increase is due to additional work to tie in the Force Main of the Woodland Pump Station to decommission operation of the Woodland Wastewater Treatment Plant. WHEREAS, Change Order No. 1 is funded through the LDEQ Clean Water State Revolving Loan and the Water Sector Program 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 Change Order No.1 between St. John the Baptist Parish and LA Contracting Enterprise, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-53 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with LA Contracting Enterprise, LLC for the Cambridge Pump Station Modifications and Force Main Replacement Project

MOTION: Councilman Wright moved and Councilwoman Ramirez seconded the motion to approve Resolution R25-53. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with LA Contracting Enterprise, LLC for the Cambridge Pump Station Modifications and Force Main Replacement Project. 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, this project has been deemed substantially complete by the Project Engineer; and, WHEREAS, all punch list items were identified and near completion. 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 Certificate of Substantial Completion between St. John the Baptist Parish and LA Contracting Enterprise, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-54 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with Del-Con, LLC for the St. John Community Center Hurricane Ida Disaster Building Repairs Project Phase 2

MOTION: Councilman Wright moved and Councilman Bailey seconded the motion to approve Resolution R25-54. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 2 with Del-Con, LLC for the St. John Community Center Hurricane Ida Disaster Building Repairs Project Phase 2. 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, Change Order No. 2 is a close-out change order that adds an additional fourteen (14) days; and, WHEREAS, the additional days were to ensure there were no roof leaks to negatively impact the floor installation; and, WHEREAS, the project was funded through the Hurricane Ida Fund with 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 Change Order No.2 between St. John the Baptist Parish and Del-Con, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-55 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Del-Con, LLC for the St. John Community Center Hurricane Ida Disaster Building Repairs Project Phase 2

MOTION: Councilman Wright moved and Councilwoman Ramirez seconded the motion to approve Resolution R25-55. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Del-Con, LLC for the St. John Community Center Hurricane Ida Disaster Building Repairs Project Phase 2. 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, this project has been deemed substantially complete by the Project Engineer; and, WHEREAS, all punch list items were identified and near completion. 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 Certificate of Substantial Completion between St. John the Baptist Parish and Del-Con, LLC. The motion passed unanimously.

Jaclyn Hotard/Peter Montz - Resolution - R25-56 - A Resolution authorizing St. John the Baptist Parish to adopt the required Louisiana Community Development Block Grant (LCDBG) Program Policies and Procedures; acknowledges LCDBG Program Funds be administered in accordance with Office of Community Development (OCD) Grantee Administrative Manual

MOTION: Councilwoman Duhe-Griffin moved and Councilman Madere seconded the motion to approve Resolution R25-56. A Resolution authorizing St. John the Baptist Parish to adopt the required Louisiana Community Development Block Grant (LCDBG) Program Policies and Procedures; acknowledges LCDBG Program Funds be administered in accordance with Office of Community Development (OCD) Grantee Administrative Manual. 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, St. John the Baptist Parish has been awarded Louisiana Community Development Block Grant (LCDBG) funds administered by the State of Louisiana, OCD; and, WHEREAS, the LCDBG Program requires the adoption of plans, policies and appointments of Individuals for compliance with LCDBG Program regulations; and, NOW, THEREFORE, BE IT RESOLVED, that St. John the Baptist Parish acknowledges that LCDBG Program funds must be administered in accordance with the latest edition, and any amendments thereto of the State of Louisiana OCD LCDBG Grantee Administrative Manual <https://www/doa.la.gov/Pages/oed-dru/DRadminManual.aspx>. BE IT FURTHER RESOLVED, that St. John the Baptist Parish as recipient of LCDBG funds, does hereby adopt the attached LCDBG Program Policies and Procedures as they apply to the administration of the LCDBG Program. BE IT FURTHER RESOLVED, that the following individuals are appointed to various positions related to the LCDBG Program as

listed: 1) Equal Employment Opportunity Officer: Stacey Cador 2) Section 504 Coordinator: Stacey Cador 3) Labor Compliance Officer: Stacey Cador SECTION I. EQUAL OPPORTUNITY WHEREAS, equal opportunity regulations of the LCDBG program require the appointment by the recipient of an Equal Opportunity Officer, (EEO Officer) to have responsibility for maintaining all pertinent EEO files, submitting on a timely basis all required reports, answering all related correspondence and monitoring all EEO areas; and, NOW THEREFORE BE IT RESOLVED, by the Grantee that Stacey Cador is hereby appointed as EEO Officer for the life of the LCDBG Program and as such is charged to faithfully execute all duties and responsibilities herein described. SECTION II. 504 COORDINATOR WHEREAS, the STATE requires Grantees to designate a responsible person to coordinate the Grantee's efforts to comply with Section 504 of the Rehabilitation Act of 1973 as amended; and, WHEREAS, the STATE requires a Summary of Actions Taken to Achieve Compliance with Section 504; and, NOW THEREFORE BE IT RESOLVED, that Stacey Cador is appointed as Section 504 Compliance Officer; and, BE IT FURTHER RESOLVED, that Stacey Cador is hereby authorized to execute the attached Section 504 Certification. BE IT FURTHER RESOLVED, by the Grantee, that the attached Summary of Actions is hereby adopted. SECTION III. SECTION 504 GRIEVANCE PROCEDURE WHEREAS, the STATE requires Grantees to establish internal grievance procedures to deal with citizen inquiries and complaints concerning Section 504; and, NOW THEREFORE BE IT RESOLVED, by the Grantee, that the attached policy entitled "Section 504 Grievance Procedure" is hereby adopted. SECTION IV LANGUAGE ACCESS PLAN WHEREAS, the LCDBG Program requires that all Grant Recipients adopt by Resolution a Language Access Plan; and, NOW THEREFORE BE IT RESOLVED, that the attached "Language Access Plan" for the Grantee is hereby adopted. BE IT FURTHER AND FINALLY RESOLVED, that the St. John the Baptist Parish President is hereby authorized to execute any and all documents pertaining to the LCDBG Program including but not limited to the Cooperative Endeavor Agreement and any Amendments, Project Application and any Amendments, Environmental Review Record, Certifications and Professional Service, Consulting Service and Construction Contracts and any Amendments. The motion passed unanimously.

INTRODUCTION OF ORDINANCES:

25-14 An ordinance approving the rezoning of Lots 22, 23, and 24 of the Dufresne Park Subdivision, from the Commercial District One (C-1) to the Residential District One (R-1) located at 951 Highway 18 and 116 East 12th Street, Lucy, St. John the Baptist Parish, LA (PZR-1669) (J. Hotard & C. Powell)

ADJOURNMENT:

At 7:14 PM, Councilman Wright moved and Councilwoman Ramirez seconded the motion to adjourn. The motion passed unanimously.

/s/Tammy Houston
COUNCIL CHAIRMAN

/s/Jackie Landeche
Council Secretary