

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, MAY 14<sup>th</sup>, 2024**  
**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 Rudolph Sorapuru Chambers, Edgard, Louisiana on Tuesday, May 14<sup>th</sup>, 2024, at 6:00 PM.

**CALL TO ORDER:**

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

**ABSENT:** Michael Wright

Councilwoman Johnson led the Prayer and Councilman Bailey led the Pledge.

Legal Counsel Keith Green, Jr. was present.

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

Sandra Ratcliff commented on Ordinance 24-23.

**CONSENT AGENDA:**

**ITEMS:** Approval of Minutes - April 23<sup>rd</sup>, 2024, Council Meeting; Councilman Torres - Appointment of Jonae' Alexander to the Library Board of Control; Permit Approval - St. John the Baptist Catholic Church and in Reserve at the St. Peter Catholic Church

**MOTION:** Councilman Arcuri moved and Councilwoman Duhe-Griffin seconded the motion to approve the consent agenda items consisting of Approval of Minutes - April 23<sup>rd</sup>, 2024, Council Meeting; Councilman Torres - Appointment of Jonae' Alexander to the Library Board of Control; Permit Approval - St. John the Baptist Catholic Church and in Reserve at the St. Peter Catholic Church. The motion passed with Councilman Wright absent.

**REPORTS:**

**President's Report**

**PUBLIC HEARING AND ADOPTION OF ORDINANCE (S):**

**24-23** (Public Hearing Held) An ordinance approving the rezoning of Lot 9 of the LaPlace Park Subdivision from the Residential District One (R-1) to the Residential District Two (R-2) located at 732 Magnolia Avenue, LaPlace, St. John the Baptist Parish, LA (PZR-23-1562) (J. Hotard & T. Lambeth)

**MOTION:** Councilwoman Duhe-Griffin moved and Councilman Arcuri seconded the motion to DENY Ordinance 24-23. The motion to DENY passed with Councilman Wright absent.

**NEW BUSINESS:**

**Jaclyn Hotard/Peter Montz - Resolution - R24-98 - A Resolution authorizing St. John the Baptist Parish to advertise and solicit bids on the Wastewater Collection and Treatment Maintenance/Emergency Repairs Project**

**MOTION:** Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Resolution - R24-98. A Resolution authorizing St. John the Baptist Parish to advertise and solicit bids on the Wastewater Collection and Treatment Maintenance/Emergency Repairs 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, a Contractor is needed to provide maintenance and emergency repairs on the Wastewater Collection and Treatment System on an as-needed basis as directed by the Utilities Department; and, WHEREAS, the estimated cost of this project is \$500,000 and will be funded through the Wastewater Fund. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to advertise and solicit bids for the Wastewater Collection and Treatment Maintenance/Emergency Repairs Project. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-99 - A Resolution authorizing St. John the Baptist Parish to award the bid for the Water Distribution and Treatment Maintenance/Emergency Repairs Project to Bip & Sons Services, LLC**

**MOTION:** Councilwoman Ramirez moved and Councilman Torres seconded the motion to approve Resolution R24-99. A Resolution authorizing St. John the Baptist Parish to award the bid for the Water Distribution and Treatment Maintenance/Emergency Repairs Project to Bip & Sons Services, LLC. 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, Bip & Sons Services, LLC of Loranger, LA submitted the lowest responsive and responsible bid in the amount of \$451,245; and, WHEREAS, services will include Maintenance and Emergency Repairs on the Water Distribution and Treatment System on an as-needed basis as directed by the Utilities Department; and, WHEREAS, costs will be funded through the Utilities Department Fund. 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 bid for Water Distribution and Treatment Maintenance/Emergency Repairs Project to Bip & Sons Services, LLC. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-100 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for FEMA Public Assistance Services**

**MOTION:** Councilwoman Johnson moved and Councilwoman Ramirez seconded the motion to approve Resolution R24-100. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for FEMA Public Assistance 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, Barowka and Bonura Engineers and Consultants, LLC of Metairie, LA ranked first out of six (6) proposals received and reviewed by the Source Selection Committee; and, WHEREAS, services will include collaborating with the Parish, FEMA and various other funding agencies to ensure proper use and application of Federal and State Funds while maximizing eligible and allocable dollars; and, WHEREAS, other services are needed for the implementation of efficient processes that reduce the timeline for eligibility determinations to support project cashflow, sources and uses; and, WHEREAS, Barowka and Bonura Engineers and Consultants, LLC will provide the development and implementation for the framework of grant activities and

perform services necessary to complete objectives and tasks as requested by St. John the Baptist Parish for Disaster Recovery Funding; and WHEREAS, services will only be activated in the event of a disaster and will be funded through FEMA Reimbursements. 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 Barowka and Bonura Engineers and Consultants, LLC. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-101 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Thompson Consulting Services, LLC for Disaster Debris Monitoring Services**

**MOTION:** Councilman Arcuri moved and Councilwoman Johnson seconded the motion to approve Resolution R24-101. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Thompson Consulting Services, LLC 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, Thompson Consulting Services, LLC of Maitland, FL ranked first out of three (3) proposals received and reviewed by the Source Selection Committee; and, WHEREAS, debris monitoring and tracking is required for FEMA reimbursements; and, WHEREAS, services will only be activated in the event of a disaster and will be funded through FEMA Reimbursements. 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 Thompson Consulting Services, LLC. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-102 - A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$400,000 to St. John the Baptist Parish for the Comprehensive Water Improvement Program**

**MOTION:** Councilwoman Houston moved and Councilwoman Ramirez seconded the motion to approve Resolution R24-102. A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$400,000 to St. John the Baptist Parish for the Comprehensive Water Improvement Program. 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, Act 397 of 2023 Regular Legislative Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 397 contains a line item appropriation within the Agency's budget for the benefit of St. John the Baptist Parish of which the sum of \$400,000 has been allocated for the Comprehensive Water Improvement Program; and, WHEREAS, the public purpose for the described funding is for the Comprehensive Water Improvement Program in St. John the Baptist Parish; and, WHEREAS, St. John

the Baptist Parish desires to cooperate with the State of Louisiana, Department of Treasury in the implementation of said improvements; and WHEREAS, this CEA will allow the Parish to be reimbursed by the State Treasury for funds expended for the purpose of appropriations. 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 a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury for the Comprehensive Water Improvement Program. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-103 - A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$25,000 to St. John the Baptist Parish for the Frenier Boat Launch Improvements**

**MOTION:** Councilwoman Ramirez moved and Councilman Bailey seconded the motion to approve Resolution R24-103. A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$25,000 to St. John the Baptist Parish for the Frenier Boat Launch Improvements. 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, Act 397 of 2023 Regular Legislative Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 397 contains a line item appropriation within the Agency's budget for the benefit of St. John the Baptist Parish of which the sum of \$25,000 has been allocated for the improvements to the Frenier Boat Launch; and, WHEREAS, the public purpose for the described funding is for the Frenier Boat Launch Improvements in St. John the Baptist Parish; and, WHEREAS, St. John the Baptist Parish desires to cooperate with the State of Louisiana, Department of Treasury in the implementation of said improvements; and WHEREAS, this CEA will allow the Parish to be reimbursed by the State Treasury for funds expended for the purpose of appropriations. 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 a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury for the Frenier Boat Launch Improvements. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-104 - A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$30,000 for the continued preservation of the Historic Riverlands Church in Reserve**

**MOTION:** Councilwoman Houston moved and Councilwoman Ramirez seconded the motion to approve Resolution R24-104. A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$30,000 for the continued preservation of the Historic Riverlands Church in Reserve. 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, Act 397 of 2023 Regular Legislative Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 397 contains a line item appropriation within the Agency's budget for the benefit of St. John the Baptist Parish of which the sum of \$30,000 has been allocated for the continued preservation of the Historic Riverlands Church in Reserve; and, WHEREAS, the public purpose for the described funding is to continue the preservation of the Historic Riverlands Church in Reserve; and, WHEREAS, St. John the Baptist Parish desires to cooperate with the State of Louisiana, Department of Treasury in the implementation of said improvements; and WHEREAS, this CEA will allow the Parish to be reimbursed by the State Treasury for funds expended for the purpose of appropriations. 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 a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury for the continued preservation of the Historic Riverlands Church in Reserve. The motion passed with Councilman Wright absent.

**Jaclyn Hotard/Peter Montz - Resolution - R24-105 - A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$200,000 for Water and Drainage Improvements**

**MOTION:** Councilman Arcuri moved and Councilwoman Duhe-Griffin seconded the motion to approve Resolution R24-105. A Resolution authorizing St. John the Baptist Parish President to execute a Cooperative Endeavor Agreement (CEA) with the State of Louisiana, Department of Treasury required in connection with a line-item appropriation in Act 397 of the 2023 Regular Legislative Session of the Louisiana Legislature in the sum of \$200,000 for Water and Drainage Improvements. 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, Act 397 of 2023 Regular Legislative Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 397 contains a line item appropriation within the Agency's budget for the benefit of St. John the Baptist Parish of which the sum of \$400,000 has been allocated for the Comprehensive Water Improvement Program; and, WHEREAS, the public purpose for the described funding is to make improvements to the water and drainage infrastructure in St. John the Baptist Parish; and, WHEREAS, St. John the Baptist Parish desires to cooperate with the State of Louisiana, Department of Treasury in the implementation of said improvements; and WHEREAS, this CEA will allow the Parish to be reimbursed by the State Treasury for funds expended for the purpose of appropriations. 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 a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury for Water and Drainage Improvements. The motion passed with Councilman Wright absent.

**Michael Wright - Resolution - R24-106 - A Resolution providing for canvassing the returns and declaring the results of the special election held in the Parish of St. John the Baptist, State of Louisiana, on Saturday, April 27, 2024, to vote upon the adoption of an amendment to the current St. John the Baptist Parish Home Rule Charter with respect to compensation of Parish Council Members**

**MOTION:** Councilwoman Houston moved and Councilman Bailey seconded the motion to approve Resolution R24-106. A Resolution providing for canvassing the returns and declaring the results of the special election held in the Parish of St. John the Baptist, State of Louisiana, on Saturday, April 27, 2024, to vote upon the adoption of an amendment to the current St. John the Baptist Parish Home Rule Charter with respect to compensation of Parish Council Members. BE IT RESOLVED by the Parish of St. John the Baptist, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of St. John the Baptist, State of Louisiana (the "Parish"), that: SECTION 1. Canvass. This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in the Parish, on SATURDAY, APRIL 27, 2024, to vote upon the adoption of an amendment to the current St. John the Baptist Parish Home Rule Charter with respect to compensation of Parish Council members, and said Governing Authority does further proceed to examine and canvass the returns and declare the result of the special election. SECTION 2. Election Results. According to the official certified tabulation of votes cast at said Election, there was a total of 685 votes cast IN FAVOR OF the Proposition and a total of 1,642 votes cast AGAINST the Proposition, resulting in a majority of 957 votes cast AGAINST the Proposition. The Proposition was therefore duly DEFEATED by a majority of the votes cast by the qualified electors voting at the Election. SECTION 3. Promulgation of Election Result. The results of said election shall be promulgated by publication in the manner provided by law, after receipt from the Secretary of State's office of the actual costs of the election, as required by §18:1292 of the Louisiana Revised Statutes of 1950, as amended. SECTION 4. Declaration. The foregoing results of the Election are hereby declared by this Governing Authority and shall be published as required by law. SECTION 5. Procès Verbal. A *Procès Verbal* of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in her office; and another copy thereof shall be retained in the archives of this Governing Authority. PROCÈS VERBAL OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE PARISH OF ST. JOHN THE BAPTIST, STATE OF LOUISIANA, ON SATURDAY, APRIL 27, 2024. BE IT KNOWN AND REMEMBERED that on Tuesday, May 14, 2024, at 6:00 p.m., at its regular meeting place, the Rudolph Sorapuru Chambers, 2393 Hwy. 18, Edgard, Louisiana, the Parish of St. John the Baptist, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of St. John the Baptist, State of Louisiana (the "Parish"), and being the authority ordering the special election held therein on Saturday, April 27, 2024, with a quorum being present, did examine the official certified tabulations of votes cast at the said election, and did examine and canvass the returns of said election, there having been submitted at said election the following proposition to wit: CHARTER AMENDMENT PROPOSITION Shall the first paragraph of Article III, Section A.2. of the St. John the Baptist Parish Home Rule Charter be amended to read as follows with respect to compensation of Parish Council members: The members elected by districts shall receive an annual salary of \$19,200.00, and the members elected at large shall receive an annual salary of \$24,000.00, payable monthly on the last day of each month. This compensation may be adjusted by ordinance passed by a two-thirds vote of the entire council. The total amount of the adjustment shall not exceed the accumulated percentages of the annual United States Bureau of Labor Statistics Consumer Price Index as computed for the preceding three years of their term. The councilmembers may only consider raising their compensation at only one meeting during their four-year term. In no event shall any monthly United States Bureau of Labor Statistics Consumer Price Index be used to adjust said compensation? There was found by said count and canvass that there was a

total of 685 votes cast IN FAVOR OF the Proposition and a total of 1,642 votes cast AGAINST the Proposition, as hereinabove set forth, and it was further found and determined that there was a majority of 957 votes cast AGAINST the Proposition as hereinabove set forth. Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that the Proposition as hereinabove set forth was duly DEFEATED by a majority of the votes cast by the qualified electors voting at the said special election. Results by precinct are available from the Council Secretary of this Governing Authority during regular business hours or via the Louisiana Secretary of State's website (voterportal.sos.la.gov). The motion passed with Councilman Wright absent.

**INTRODUCTION OF ORDINANCES:**

There were no ordinances introduced at tonight's meeting.

**ADJOURNMENT:**

At 6:21 PM, Councilman Bailey moved and Councilwoman Houston seconded the motion to adjourn. The meeting adjourned with Councilman Wright absent.

/s/Lennix Madere  
COUNCIL VICE-CHAIRMAN

/s/Jackie Landeche  
Council Secretary