

OFFICIAL PROCEEDINGS  
ST. JOHN THE BAPTIST PARISH COUNCIL  
TUESDAY, OCTOBER 14<sup>TH</sup>, 2025  
CHAIRWOMAN 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, October 14<sup>th</sup>, 2025, at 6:00 PM.

**CALL TO ORDER:** Lennix Madere, Jr., Councilman-at-Large, Div. A, Michael Wright, Councilman-at-Large, Div. B, Virgie Johnson, Councilwoman District I, Warren Torres, Jr., Councilman District II, Tammy Houston, Councilwoman District III, Robert Arcuri, Councilman District V, Vernon Bailey, Sr., Councilman District VI, Dixie Ramirez, Councilwoman, District VII

**ABSENT:** Tyra Duhe-Griffin

Councilwoman Virgie Johnson led the Prayer and Councilman Lennix Madere, Jr. led the Pledge of Allegiance.

Legal Counsel Keith Green, Jr., was present.

Councilwoman Duhe-Griffin arrived in the meeting at 6:04 PM.

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

Andrea Lowe, Percy Pierre, Blake Murray, Rick Pennington and Reed Poole commented on Ordinance 25-60. R.J. Ory and Colin Duhe commented on Ordinance 25-61 and Ordinance 25-62. Brandon Davis commented on Resolution R25-156.

**CONSENT AGENDA**

**ITEMS:** Approval of Minutes - September 23<sup>rd</sup>, 2025, Council Meeting: Permit Approval - 50<sup>th</sup> Annual Andouille Run - Sunday, October 19<sup>th</sup>, 2025, at 8:30 AM on the Festival Grounds - Participants will run/walk on Hwy. 51 to Palmetto to Indigo - Woodland to Hwy. 51 and end on the festival grounds. The St. John Parish Sheriff's Department will provide traffic control for the duration of the event at approximately 10:00 AM; Permit Approval - Krewe of Agape Mardi Gras Parade - Sunday, February 15, 2025, beginning at 11:00 AM.- The route is as follows: Depart from the St. John Civic Center - go down Airline Hwy. and turn onto Main Street to West 5<sup>th</sup> Street - down Hemlock - cross the Airline onto Carrollwood to Fairway exiting on Belle Terre Blvd.

**MOTION:** Councilwoman Johnson moved and Councilman Madere seconded the motion to approve consent agenda items consisting of Approval of Minutes - September 23<sup>rd</sup>, 2025, Council Meeting: Permit Approval - 50<sup>th</sup> Annual Andouille Run - Sunday, October 19<sup>th</sup>, 2025, at 8:30 AM on the Festival Grounds - Participants will run/walk on Hwy. 51 to Palmetto to Indigo - Woodland to Hwy. 51 and end on the festival grounds. The St. John Parish Sheriff's Department will provide traffic control for the duration of the event at approximately 10:00 AM; Permit Approval - Krewe of Agape Mardi Gras Parade - Sunday, February 15, 2025, beginning at 11:00 AM.- The route is as follows: Depart from the St. John Civic Center - go

down Airline Hwy. and turn onto Main Street to West 5<sup>th</sup> Street - down Hemlock - cross the Airline onto Carrollwood to Fairway exiting on Belle Terre Blvd. The motion passed unanimously.

**EXECUTIVE SESSION:**

*Norvel Joseph Lassere, Jr. Trust v. St. John the Baptist Parish Government, No. 83985 "A", Fortieth Judicial District Court*

**MOTION:** Councilwoman Ramirez moved and Councilman Madere seconded the motion to go into Executive Session to discuss *Norvel Joseph Lassere, Jr. Trust v. St. John the Baptist Parish Government, No. 89385 "A", Fortieth Judicial District Court*. The motion passed unanimously.

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

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

**REPORTS:**

**President's Report**

**PUBLIC HEARING AND CONSIDERATION ON ORDINANCE(S)**

**25-60** (Public Hearing Held) An ordinance approving the request to rezone Lot E, of the Riverwood Subdivision from the Residential District One [R-1] and the Commercial District Three [C-3] to the Commercial District Three [C-3] located at 317 Woodland Drive, LaPlace, St. John the Baptist Parish, LA (PZR-1719) (J. Hotard/C. Powell)

**MOTION:** Councilman Arcuri moved and Councilman Wright seconded the motion to TABLE Ordinance 25-60. The motion passed with 8 yeas and 1 against (Duhe-Griffin).

**25-61** (Public Hearing Held) An ordinance approving the request to rezone an undesignated lot, of the Glencoe Plantation Subdivision from the Residential District One [R-1], Commercial District One [C-1], and Industrial District One [I-1] to the Commercial District Three [C-3] located in the rear of 148 Museum Street, Garyville, St. John the Baptist Parish, LA (PZR-1721) (J. Hotard/C. Powell)

**MOTION:** Councilman Madere moved and Councilman Bailey seconded the motion to approve Ordinance 25-61. The motion passed unanimously.

**25-62** (Public Hearing Held) An ordinance approving the request to rezone Lot 2, of the Glencoe Plantation Subdivision from the Residential District One [R-1] and Commercial District One [C-1] to the Commercial District Three [C-3] located at 148 Museum Street, Garyville, St. John the Baptist Parish, LA (PZR-1722) (J. Hotard/C. Powell)

**MOTION:** Councilman Bailey moved and Councilman Torres seconded the motion to approve Ordinance 25-62. The motion passed unanimously.

**25-63** (Public Hearing Held) An ordinance approving the resubdivision of Lot 3A, Of the Alexander Allen Sr., Tract, located at 129 Jessie Lane, Wallace, St. John the Baptist Parish, LA (PZR-1443) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Johnson moved and Councilman Madere seconded the motion to approve Ordinance 25-63. The motion passed unanimously.

**25-64** (Public Hearing Held) An ordinance approving the resubdivision of Lot 35 of the LaPlace Terrace Subdivision, located at 383 Captain George Bourgeois Street, LaPlace, St. John the Baptist Parish, LA (PZS-1445) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Johnson moved and Councilwoman Ramirez seconded the motion to approve Ordinance 25-64. The motion passed unanimously.

**NEW BUSINESS:**

**Jaclyn Hotard/Peter Montz - Resolution - R25-154 - A Resolution authorizing St. John the Baptist Parish to reject all bids received for the Hurricane Francine National Resource Conservation Services (NRCS) Drainage Canal Cleaning Project**

**MOTION:** Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R25-154. A Resolution authorizing St. John the Baptist Parish to reject all bids received for the Hurricane Francine National Resource Conservation Services (NRCS) Drainage Canal Cleaning 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 bids received are being rejected due to one (1) non-responsive bid and three (3) bids over the approved project budget; and, WHEREAS, this project will include the clearing and snagging of fallen trees and debris from eleven (11) drainage canals throughout the Parish; and, WHEREAS, the estimated cost is \$1,145,235 and will be funded with eligible NRCS Funds with a 25% match from St. John the Baptist Parish. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to reject all bids for the Hurricane Francine NRCS Drainage Canal Cleaning Project. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-155 - A Resolution authorizing St. John the Baptist Parish to re-advertise and solicit bids for the Hurricane Francine National Resource Conservation Services (NRCS) Drainage Canal Cleaning Project**

**MOTION:** Councilman Bailey moved and Councilman Madere seconded the motion to approve Resolution R25-155. A Resolution authorizing St. John the Baptist Parish to re-advertise and solicit bids for the Hurricane Francine National Resource Conservation Services (NRCS) Drainage Canal Cleaning 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 will include the clearing and snagging of fallen trees and debris from eleven (11) drainage canals throughout the Parish; and, WHEREAS,

the estimated cost is \$1,145,235 and will be funded with eligible NRCS Funds with a 25% match from St. John the Baptist Parish. NOW, THEREFORE, BE IT RESOLVED, by the St. John the Baptist Parish Council, that St. John the Baptist Parish is hereby authorized to re-advertise and solicit bids for the Hurricane Francine NRCS Drainage Canal Cleaning Project. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-156 - A Resolution authorizing St. John the Baptist Parish to award the bid for the Metal Roof Replacement at the St. John Community Center to Coleman Roofing & Construction Gonzales, LLC**

**MOTION:** Councilman Madere moved and Councilwoman Ramirez seconded the motion to approve Resolution R25-156. A Resolution authorizing St. John the Baptist Parish to award the bid for the Metal Roof Replacement at the St. John Community Center to Coleman Roofing & Construction Gonzales, 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, Coleman Roofing & Construction Gonzales, LLC of Gonzales, LA submitted the lowest responsive and responsible bid in the amount of \$437,560; and, WHEREAS, the metal roof needs to be replaced at the St. John Community Center due to damages sustained by Hurricane Ida; and, WHEREAS, the project is funded through the Hurricane Ida Fund with FEMA Reimbursement. 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 the Metal Roof Replacement Project at the St. John Community Center to Coleman Roofing & Construction, Gonzales, LLC. The motion passed with 8 yeas and 1 against (Torres).

**Jaclyn Hotard/Peter Montz - Resolution - R25-157 - A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Digital Engineering & Imaging, Inc. for Engineering Services**

**MOTION:** Councilman Wright moved and Councilman Madere seconded the motion to approve Resolution R25-157. A Resolution authorizing St. John the Baptist Parish to enter into a Professional Services Agreement with Digital Engineering & Imaging, Inc. for Engineering 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, Digital Engineering & Imaging, Inc. has been selected as the Parish Engineer; and, WHEREAS, plans and specifications for engineering and construction projects throughout the Parish are reviewed by a third party to ensure taxpayer dollars will be used sufficiently; and, WHEREAS, the estimated cost of the Agreement is \$180,000 annually and will be funded through various Department Funds. 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 Digital Engineering & Imaging, Inc. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-158 - A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Meyer Engineers, LTD. for the Water Transmission Main (Mississippi River to Woodland**

**Treatment Facility) Project**

**MOTION:** Councilman Wright moved and Councilman Madere seconded the motion to approve Resolution R25-158. A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Meyer Engineers, LTD. for the Water Transmission Main (Mississippi River to Woodland Treatment Facility) 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. 2 is a no-cost amendment that repurposes the budget from Task 2 Subsurface Utility Exploration to Task 2A Redesign/Revised Alignment for redesign of the Water Main Transmission alignment to avoid the CN Railroad Right of Way; and, WHEREAS, the redesign and revised alignment was necessary to complete the design of the new Water Transmission Main from the new LaPlace Raw Water Intake and Pre-Treatment Facility located on the Mississippi River to the Woodland Reverse Osmosis Treatment Facility; and, WHEREAS, the project is funded through the St. John the Baptist Parish Water Bond Fund. 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 Meyer Engineers, Ltd. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-159 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with Pintail Contracting Services, LLC for the Lions Water Treatment Plant One Million Gallon Per Day (MGD) Filter, Sludge Return and Existing Media Filter Replacement Project**

**MOTION:** Councilwoman Ramirez moved and Councilman Madere seconded the motion to approve Resolution R25-159. A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with Pintail Contracting Services, LLC for the Lions Water Treatment Plant One Million Gallon Per Day (MGD) Filter, Sludge Return and Existing Media Filter 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. 3 increases the original Agreement in the amount of \$28,264 and adds an additional sixty-five (65) days; and, WHEREAS, the increase is for the relocation of existing infrastructure due to unforeseen conflict; and, WHEREAS, project is funded through the Water Sector Commission Grant and the 2022 Bond Issue. 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 Council to execute Change Order No. 3 between St. John the Baptist Parish and Pintail Contracting Services, LLC. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-160 - A Resolution authorizing St. John the Baptist Parish President to execute Change Order No. 3 with Gottfried Construction LLC for the River Road Wastewater Treatment Plant Headworks and Clarifier Rehabilitation Project**

**MOTION:** Councilman Madere moved and Councilman Bailey seconded the motion to approve Resolution R25-160. A Resolution authorizing St. John the Baptist Parish

President to execute Change Order No. 3 with Gottfried Construction LLC for the River Road Wastewater Treatment Plant Headworks and Clarifier Rehabilitation 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. 3 is a close-out Change Order that decreases the original Agreement by \$86,432.55, WHEREAS, the decrease is to adjust quantities and materials used to complete the project; 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 Parish President, Jaclyn Hotard is hereby duly authorized and empowered on behalf of the St. John the Baptist Council to execute Change Order No. 3 between St. John the Baptist Parish and Gottfried Construction, LLC. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-161 - A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Gottfried Construction LLC for the River Road Wastewater Treatment Plant Headworks and Clarifier Rehabilitation Project**

**MOTION:** Councilman Madere moved and Councilman Wright seconded the motion to approve Resolution R25-161. A Resolution authorizing St. John the Baptist Parish President to execute the Certificate of Substantial Completion with Gottfried Construction LLC for the River Road Wastewater Treatment Plant Headworks and Clarifier Rehabilitation 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 Gottfried Construction LLC. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-162 - A Resolution authorizing St. John the Baptist Parish to settle and pay the October 22, 2024, Damage Claim to Brian Dorsey of 2205 Eastmere Street, Harvey, LA 70058**

**MOTION:** Councilwoman Ramirez moved and Councilwoman Johnson seconded the motion to approve Resolution R25-162. A Resolution authorizing St. John the Baptist Parish to settle and pay the October 22, 2024, Damage Claim to Brian Dorsey of 2205 Eastmere Street, Harvey, LA 70058. 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, Louisiana Claims Administrators (LoCA) recommended, and Legal Counsel approved the settlement amount of \$2,759.79; and, WHEREAS, the settlement will be funded through the Settlement line item of the Utilities Department 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 October 22, 2024, Property Damage Claim to Brian Dorsey of 2205 Eastmere Street, Harvey, LA 70058. The motion passed unanimously.

**INTRODUCTION OF ORDINANCES:**

- 25-65** An ordinance granting approval to further extend the valid period of time of Conditional Subdivision Approval for an additional twelve (12) months for River Oaks Subdivision, Phase V, Lots 205-239, 245-252, 264-282, and Parcels H-11, H-13, C, and D, located south of the proposed Woodland Drive right-of-way, west of the Vicknair Canal, east of St. Andrews Boulevard, and north of River Oaks Subdivision, Phases II and III; situated in Sections 66 and 67, T-11-S, R-7-E, LaPlace, St. John the Baptist Parish, Louisiana; which were granted Preliminary/Conditional approval on August 9, 2005 (Ordinance No. 05-46) (J. Hotard /C. Powell)
- 25-66** An ordinance granting approval to further extend the valid period of time of Conditional Subdivision Approval for an additional twelve (12) months for Belle Terre Commercial Subdivision, Phase I, Parcel B, Lots 4-22; Parcel C, Lots 2,3 & 6-9; and Parcel DS-4; Phase 2, Parcel B, Lots 23-49; and Parcel DS-3; all situated in Sections 69 and 70, T-11-S, R-7-E, Southeast District of Louisiana, east of the Mississippi River, LaPlace, St. John the Baptist Parish, Louisiana; which were granted conditional approval on June 12, 2007 (Ordinance No. 07-33) and October 9, 2007 (Ordinance 07-65). (J. Hotard/C. Powell)

**ADJOURNMENT:**

At 6:59 PM, Councilman Wright moved and Councilman Madere seconded the motion to adjourn. The motion passed unanimously.

/s/Tammy Houston  
COUNCIL CHAIRMAN

/s/Donna Barber  
LEGISLATIVE ASSISTANT