

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, NOVEMBER 25<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, November 25<sup>th</sup>, 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, Jr., Councilman District II, Tammy Houston, Councilwoman District III, Tyra Duhe-Griffin, Councilwoman District IV, Robert Arcuri, Councilman District V, Vernon Bailey, Sr., Councilman District VI, Dixie Ramirez, Councilwoman District VII

**ABSENT:** None

Councilwoman Ramirez led the Prayer and Councilwoman Johnson led the Pledge of Allegiance.

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

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

There were no public comments at this time.

**CONSENT AGENDA:**

**ITEMS:** Approval of Minutes - November 10<sup>th</sup>, 2025 - Council Meeting; Permit Approval - Bethlehem Missionary Baptist Church & New Pilgrim Baptist Church Annual Martin Luther King Jr. Day March/Rally - January 19<sup>th</sup>, 2026. The line up starts at 8:00 AM at the intersection of 400 Ory Drive and Belle Pointe Boulevard, LaPlace. The march will commence at 9:00 AM, proceeding up Belle Pointe Boulevard, down Airline Hwy. to the Percy D. Herbert Building, 1801 W. Airline Hwy., where the rally will begin.

**MOTION:** Councilwoman Johnson moved and Councilman Madere seconded the motion to approve consent agenda items consisting of Approval of Minutes - November 10<sup>th</sup>, 2025 - Council Meeting; Permit Approval - Bethlehem Missionary Baptist Church & New Pilgrim Baptist Church Annual Martin Luther King Jr. Day March/Rally - January 19<sup>th</sup>, 2026. The line up starts at 8:00 AM at the intersection of 400 Ory Drive and Belle Pointe Boulevard, LaPlace. The march will commence at 9:00 AM, proceeding up Belle Pointe Boulevard, down Airline Hwy. to the Percy D. Herbert Building, 1801 W. Airline Hwy., where the rally will begin. The motion passed unanimously.

**REPORTS:**

**President's Report**

**Jaclyn Hotard - Monthly Financial Report (October 2025)**

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

**25-75** (Public Hearing Held) An ordinance to set out the requirements to employ a Secretary to the Council, pursuant to Article III, Section A5(c) - Organization; Officers; Council Secretary - of the St. John the Baptist Parish Home Rule Charter (T. Houston)

**MOTION:** Councilman Arcuri moved and Councilman Bailey seconded the motion to approve Ordinance 25-75. The motion passed with 7 yeas and 2 against (Duhe-Griffin and Torres).

**25-76** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Carrollwood Drive by municipal address 1401 Carrollwood Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19025) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Wright seconded the motion to approve Ordinance 25-76. The motion passed unanimously.

**25-77** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Elm Street by municipal address 487 Elm Street, LaPlace, St. John the Baptist Parish, LA (Permit No. 19026) (J. Hotard/C. Powell)

**MOTION:** Councilman Bailey moved and Councilwoman Johnson seconded the motion to approve Ordinance 25-77. The motion passed unanimously.

**25-78** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along West Airline Highway by municipal address 1917 West Airline Highway, LaPlace, St. John the Baptist Parish, LA (Permit No. 19027) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Bailey seconded the motion to approve Ordinance 25-78. The motion passed unanimously.

**25-79** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Champions Drive by municipal address 2137 Champions Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19215) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Arcuri seconded the motion to approve Ordinance 25-79. The motion passed unanimously.

**25-80** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Colonial Drive by municipal address 2137 Colonial Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19216) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Wright seconded the motion to approve Ordinance 25-80. The motion passed unanimously.

**25-81** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Lafitte Street by municipal address 1701 Lafitte Street, LaPlace, St. John the Baptist Parish, LA (Permit No.

19217) (J. Hotard/C. Powell)

**MOTION:** Councilman Bailey moved and Councilwoman Johnson seconded the motion to approve Ordinance 25-81. The motion passed unanimously.

**25-82** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Greenwood Drive by municipal address 2124 Greenwood Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19218) (J. Hotard/C. Powell)

**MOTION:** Councilman Wright moved and Councilwoman Ramirez seconded the motion to approve Ordinance 25-82. The motion passed unanimously.

**25-83** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Saint Andrews Boulevard by municipal address 271 Saint Andrews Boulevard, LaPlace, St. John the Baptist Parish, LA (Permit No. 19219) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Wright seconded the motion to approve Ordinance 25-83. The motion passed unanimously.

**25-84** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Augusta Drive by municipal address 2140 Augusta Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19220) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Arcuri seconded the motion to approve Ordinance 25-84. The motion passed unanimously.

**25-85** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Saint Andrews Boulevard by municipal address 376 Saint Andrews Boulevard, LaPlace, St. John the Baptist Parish, LA (Permit No. 19221) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Wright seconded the motion to approve Ordinance 25-85. The motion passed unanimously.

**25-86** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Country Club Drive by municipal address 66 Country Club Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19260) (J. Hotard/C. Powell)

**MOTION:** Councilwoman Ramirez moved and Councilman Wright seconded the motion to approve Ordinance 25-86. The motion passed unanimously.

**25-87** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Belle Pointe Boulevard by municipal address 1506 Belle Pointe Boulevard, LaPlace, St. John the Baptist Parish, LA (Permit No. 19261) (J. Hotard/C. Powell)

**MOTION:** Councilman Bailey moved and Councilman Wright seconded the motion to approve Ordinance 25-87. The motion passed unanimously.

**25-88** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along Jefferson Street by municipal address 1636 Jefferson Street, LaPlace, St. John the Baptist Parish, LA (Permit No. 19262 (J. Hotard/C. Powell))

**MOTION:** Councilman Wright moved and Councilman Bailey seconded the motion to approve Ordinance 25-88. The motion passed unanimously.

**25-89** (Public Hearing Held) An ordinance approving excavation within Parish Rights-of-way for the installation of fiber optics along La Salle Drive by municipal address 700 La Salle Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19263) (J. Hotard/C. Powell)

**MOTION:** Councilman Wright moved and Councilman Bailey seconded the motion to approve Ordinance 25-89. The motion passed unanimously.

**25-90** (Public Meeting Held) An ordinance to set out the necessary duties, mandates, requirements, time-delays and penalties to ensure the uninhibited exercise of the Parish Council's power to make investigation of Parish affairs and make inquiries into the conduct of any department, office, agency, or special district of the Parish, as fully articulated in Article III, Section A7(c)(iv) - Power and Duties of the Parish Council - of the St. John the Baptist Parish Home Rule Charter. (T. Houston)

**MOTION:** Councilman Arcuri moved and Councilwoman Johnson seconded the substitute motion to approve Ordinance 25-90 with the changes discussed. The substitute motion passed with 7 yeas and 2 against (Duhe-Griffin and Torres).

**ORDINANCE 25-90** An ordinance with the changes discussed to Section A: The Parish Council shall pass a resolution to formally authorize an investigation into a parish affair or make inquiries into the conduct of any department, office, agency, or special district of Parish. This resolution shall define the scope and purpose of the investigation or inquiry. This resolution shall be effectuated with an affirmative vote by at least two-thirds of the members of the Parish Council. Section R: This ordinance shall not apply to investigations or inquiries of classified employees and/or employees who are subject to the protections of the civil service system.

**NEW BUSINESS:**

**Jaclyn Hotard/Peter Montz - Resolution - R25-184 - A Resolution authorizing St. John the Baptist Parish to award the bid for the West 13<sup>th</sup> Street, East 13<sup>th</sup> Street and West 8<sup>th</sup> Street Lift Stations Rehabilitation Project to Sage Construction, LLC**

**MOTION:** Councilwoman Johnson moved and Councilman Madere seconded the motion to approve Resolution R25-184. A Resolution authorizing St. John the Baptist Parish to award the bid for the West 13<sup>th</sup> Street, East 13<sup>th</sup> Street and West 8<sup>th</sup> Street Lift Stations Rehabilitation Project to Sage Construction, 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, Sage Construction, LLC of Donaldsonville, LA submitted the lowest responsive and responsible bid in the amount of \$1,097,428.48; and, WHEREAS, services will include

the rehabilitation of the Lift Stations to provide reliable wastewater collection in their service areas on the West Bank; and, WHEREAS, the project will be funded through the Wastewater Fund with reimbursement from 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 award the bid for the West 13<sup>th</sup> Street, East 13<sup>th</sup> Street and West 8<sup>th</sup> Street Lift Stations Rehabilitation Project to Sage Construction, LLC. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-185 - A Resolution authorizing St. John the Baptist Parish to extend the Cooperative Endeavor Agreement (CEA) with the LSU AgCenter to support and administer Louisiana Cooperative Extension Units off Campus**

**MOTION:** Councilman Wright moved and Councilman Bailey seconded the motion to approve Resolution R25-185. A Resolution authorizing St. John the Baptist Parish to Extend the Cooperative Endeavor Agreement (CEA) with the LSU AgCenter to support and administer Louisiana Cooperative Extension Units off Campus. 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 extend the original Agreement dated December 27, 2020, for an additional five (5) year term; and, WHEREAS, the annual cost of the Agreement is \$29,832 and is funded through the Economic Development 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 Cooperative Endeavor Agreement between St. John the Baptist Parish LSU Ag Center. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-186 - A Resolution authorizing St. John the Baptist Parish to amend the Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for the LaPlace Water Intake Pump Station and Pre-Treatment Facility Project**

**MOTION:** Councilwoman Ramirez moved and Councilman Arcuri seconded the motion to approve Resolution R25-186. A Resolution authorizing St. John the Baptist Parish to Amend the Professional Services Agreement with Barowka and Bonura Engineers and Consultants, LLC for the LaPlace Water Intake Pump Station and Pre-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. 1 increases the original Agreement dated May 24, 2022, in the amount of \$85,000; and, WHEREAS, the increase is for additional permitting with US Army Corps of Engineers and Louisiana Department of Transportation & Development requirements for design and construction; and, WHEREAS, under the St. John Water Improvement Program, a new Raw Water Intake and Pre-Treatment Facility located on or near the Mississippi River will provide a raw water source along with the clarification processes; and, WHEREAS, Amendment No. 1 will be 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 Parish President, Jaclyn Hotard is hereby duly authorized and

empowered on behalf of the St. John the Baptist Parish Council to execute Amendment 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 - R25-187 - A Resolution authorizing St. John the Baptist Parish to enter into an Agreement with the Louisiana Department of Transportation and Development (DOTD) for the St. John Parish Sidewalk, PH. 1 LA 628 Project**

**MOTION:** Councilman Arcuri moved and Councilman Madere seconded the motion to approve Resolution R25-187. A Resolution authorizing St. John the Baptist Parish to enter into an Agreement with the Louisiana Department of Transportation and Development (DOTD) for the St. John Parish Sidewalk, PH. 1 LA 628 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 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 is part of a Transportation Improvements Program serving to implement the area-wide transportation plan held currently valid by appropriate local officials and the Metropolitan Planning Organization and developed as required by Section 134 of Title 23, U.S.C.; and, WHEREAS, the improvements included in this Agreement is to construct approximately 3,350 linear feet of cement concrete sidewalks and related work along LA 628 on State right-of-way in St. John the Baptist Parish; and, WHEREAS, the Agreement obligates the Parish to pay 20% of the construction cost which will be funded through the Levee/Drainage Fund; and, WHEREAS, in order to proceed with the project, the DOTD requires that the governing authority authorizes the Parish President to execute any and all documents related to the subject agreement on behalf of St. John the Baptist Parish Council; and, 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, to sign and execute an Agreement with the Louisiana Department of Transportation and Development. The motion passed unanimously.

**Jaclyn Hotard/Peter Montz - Resolution - R25-188 - A Resolution authorizing St. John the Baptist Parish to enter into a Memorandum of Agreement with the Louisiana Department of Transportation and Development (DOTD) for the Temporary Right-of-Way Access for Removal of Debris**

**MOTION:** Councilman Bailey moved and Councilman Madere seconded the motion to approve Resolution R25-188. A Resolution authorizing St. John the Baptist Parish to enter into a Memorandum of Agreement with the Louisiana Department of Transportation and Development (DOTD) for the Temporary Right-of-Way Access for Removal of Debris. 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 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 passage of a hurricane or other major debris generating event may cause substantial damage to infrastructure, including transportation, power transmission, utility, communication facilities, as well as dwellings and other structures; and, WHEREAS, the Parish intends to coordinate with DOTD with regard to access certain Highway Rights-of-Ways for the removal of storm generated debris in the event an Executive Order is issued following a disaster or emergency impacting the Parish with the intention of seeking FEMA Reimbursement; and, 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, to sign and execute an Agreement with the Louisiana Department of Transportation and Development. The motion passed unanimously.

**Tammy Houston - Meeting date change of December 23<sup>rd</sup>, 2025, in Observance of the Christmas holiday**

**MOTION:** Councilman Arcuri moved and Councilman Bailey seconded the motion to change the meeting date of December 23<sup>rd</sup>, 2025, to Monday, December 22<sup>nd</sup>, 2025, beginning at 11:00 AM in LaPlace. The motion passed unanimously.

**INTRODUCTION OF ORDINANCES:**

**25-91** An ordinance proposing an amendment to Article III, Section A.2 of the St. John the Baptist Parish Home Rule Charter (V. Bailey)

**25-92** An ordinance approving the request to rezone Lot 1A, of the Willie Jacob Subdivision from the Residential District One [R-1] and the Commercial District Two [C-2] to the Industrial District One [I-1] located at 109 East 15<sup>th</sup> Street, Reserve, St. John the Baptist Parish, LA (PZR-1744) (J. Hotard/C. Powell)

**25-93** An ordinance approving the resubdivision of Parcel 1-A-2 of the New Era Subdivision, located at 1950 West Airline Highway, Reserve, St. John the Baptist Parish, LA (PZS-1450) (J. Hotard/C. Powell)

**25-94** An ordinance approving the resubdivision of Lot 1, Block 2, of the LaPlace Plantation Subdivision, located at 256 Persimmon Street, LaPlace, St. John the Baptist Parish, LA (PZS-1452) (J. Hotard/C. Powell)

**25-95** An ordinance to establish the rules to govern the St. John the Baptist Parish Council Members, as required by Article III, Section A5(f)- Organization; Officers; Council Secretary-of the St. John the Baptist Parish Home Rule Charter (T. Houton/R. Arcuri/M. Wright)

**25-96** An ordinance to establish the rules of good order to members of the public for attendance and participation in St. John the Baptist Parish Council meetings, as authorized by Article III, Section 7(b) - Powers and Duties of the Parish Council - of the St. John the Baptist Parish Home Rule Charter (T. Houton/R. Arcuri/M. Wright)

**25-97** An ordinance amending the annual operating budgets for St. John the Baptist Parish for the fiscal year beginning January 1, 2025, and ending December 31, 2025. (J. Hotard)

**25-98** An ordinance approving the following excavations within Parish Rights-of-way for the installation of fiber optics by Comcast:

1. Along Pinehurst Drive by municipal address 2127 Pinehurst Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19286);
2. Along Grant Drive by municipal address 1534 Grant Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19287);
3. Along Sonora Court by municipal address 11 Sonora Court, LaPlace,

- St. John the Baptist Parish, LA (Permit No. 19289);
4. Along Riverlands Drive by municipal address 101 Riverlands Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19315);
  5. Along West Frisco Drive by municipal address 1800 West Frisco Drive, LaPlace, St. John the Baptist Parish, LA (Permit No. 19316) (J. Hotard/C. Powell)

**ADJOURNMENT:**

At 6:38 PM, Councilwoman Ramirez moved and Councilman Wright seconded the motion to adjourn. The motion passed unanimously.

/s/Tammy Houston  
COUNCIL CHAIR

/s/Ranshawa Sylvain  
COUNCIL CLERK