

Drainage Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, February 27, 2019
5:10 O'clock p.m.

1. Committee members recorded as present were: Mr. Henry Dupre, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Myron Matherne, Mr. Booster Breaux.
Committee member recorded as absent was: Mr. Martin Triche.
2. Committee member Myron Matherne offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$1,400 for 213 Convent St. Culvert Replacement Project." The motion was unanimously adopted.
3. Committee member Myron Matherne offered a motion, seconded by Mr. Booster Breaux, "THAT, the committee approve \$1,590 for 7278 Hwy 1 Culvert Replacement on Outfall Project." The motion was unanimously adopted.
4. Police Juror Ron Alcorn entered the meeting at this time.
5. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, there being no further business to come before the Drainage Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Henry Dupre, Chairman
Drainage Committee

Finance Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, February 27, 2019
5:15 O'clock p.m.

1. Committee members recorded as present were: Mr. Henry Dupre, Vice Chairman; Mr. Ron Alcorn, Mr. Booster Breaux.
Committee members recorded as absent were: Mr. Jeff Naquin, Mr. Martin Triche.
Other Police Jurors recorded as present were: Mr. Irving Comeaux, Mr. Chris Carter, Mr. Myron Matherne.
2. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve payment of the bills submitted through February 22, 2019." The motion was unanimously adopted.
3. Vice Chairman Henry Dupre recognized the Secretary-Treasurer, who stated that there was an overage on elections for additional office supplies purchased carried over from 2018, the Parish service office had additional allocation for salary reimbursement for 2019, the Library month transfer fund was based on the 2018 rate and for future transfers it will be reduced down and everything else is in line.
4. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve the Budget Comparison Statements for January 2019 as presented." The motion was unanimously adopted.
5. Vice Chairman Henry Dupre recognized the Grants Coordinator, who recommended approval of the renewal contract for the APCC Chiller Maintenance with Direct Parts & Service under the same terms and conditions.
6. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve the renewal contract with Direct Parts & Service for the APCC Chiller Maintenance." The motion was unanimously adopted.
7. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve Justin Clement to attend the LMCA (Louisiana Mosquito Control Association) Spring Workshop, March 19-20, 2019 in Baton Rouge at a cost of \$194.00." The motion was unanimously adopted.
8. Committee member Ron Alcorn offered a motion, seconded by Mr. Booster Breaux, "THAT, there being no further business to come before the Finance Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Martin S. Triche
Finance Committee Chairman

Federal Programs Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, February 27, 2019
5:25 O'clock p.m.

1. Committee members recorded as present were: Mr. Ron Alcorn, Vice Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Booster Breaux.
Committee members recorded as absent were: Mr. Martin Triche, Mr. Patrick Johnson
Other Police Jurors recorded as present were: Mr. Henry Dupre, Mr. Myron Matherne.
2. Chairman Patrick Johnson recognized Roberto Macedo of Roberto Macedo & Associates, who presented the committee with a summary of the statistics of the 2018 Section 8 Program. He stated that the program provides monies to Assumption Parish so eligible tenants of low to very low income can receive rental assistance. He stated that the funds come from the Federal Government specifically the U S Department of Housing and Urban Development. He proceeded to say that as of February 25, 2019 they had a total of 65 families being assisted on the program. He then stated that 43 are residing in the parish, 20 are port outs and 2 are transfers in.
3. Committee member Martin Triche entered the meeting at this time.
4. Mr. Macedo briefly explained that port out means that a person has Assumption Parish voucher but have selected to move to another parish or community and port in refers to a person selecting to utilize their voucher in Assumption Parish. He also stated that portability requirements establish the port out and in. The percentage of funds used under this program at this time is 100.37% which means they are using a little more than what is received. However, the difference comes from the HUD reserve.
5. Police Juror Jeff Naquin entered the meeting at this time.
6. Mr. Macedo stated that funds received from HUD HAP for 2018 were \$391,562 and the amount paid to landlords and tenants was \$393,023. The average monthly rental assistance paid to Landlords is \$32,476 and the average monthly amount paid on behalf of tenants is \$521. He stated that the demographics of head of household assisted families/individuals are 49% disabled (SSI or receives disability benefits), 32% elderly, and 21% elderly and disabled. He stated that under the age groups are 88-62 32%, 61-50 21%, 49-30 41% and 29-25 6% totaling 100%. The results from the last intake done on March 17, 2017 were 50 calls logged, received 24 initial applications, 17 applicants completed the 2nd phase of the process and those individuals received vouchers. He explained the stages and the process of the application and stated that the applicants have to travel to Baton Rouge to obtain a background check Mr. Macedo stated that of the 17 vouchers issued only 14 families/individuals are leased up, found a suitable unit, and the other 3 may be still looking. He then stated that of those that did not complete the process, 17 (52%) was from Assumption Parish and 16 (48%) was from Ascension Parish. At this time, Mr. Macedo stated there are 0 families on the waiting list and he would like the Police Jury's approval to open a new waiting list which will be published in the official journal. He proceeded to explain the issue with the police record obtained from the State Police. He stated that the cost is \$36 which the individual is reimbursed. He stated that there is a new method where his office can request groups of criminal backgrounds and process them through the State Police and the only document the individual would have to provide is a finger print which can be obtained locally. He stated that this would simplify the process and the applicant would not incur the out of pocket expense. He further stated that this will make for a better result with the next intake. In response, he stated that currently there is no one on the waiting list and added that this process could have taken place earlier but the Government shut down put a halt to the federal programs. He wants to advertise and accept intakes in March. A brief discussion was held regarding the Parish liability for obtaining background checks for applicants. In response, committee member Martin Triche explained that the background check is a requirement of the HUD guidelines and Roberto Macedo Association is authorized to receive this information and it's not made public. Therefore, the Parish could not legally be held responsible by requesting background reports.
7. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve and authorize Roberto Mecedo & Associates to open the Section 8 waiting list in March and to obtain background checks through the State Police for intake applicants." The motion was unanimously adopted.
8. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve the Housing Director to attend the Housing Conference in Baton Rouge April 2-4, 2019 for a cost of \$762." The motion was unanimously adopted.

9. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, 'THAT, there being no further business to come before the Federal Programs Committee, the meeting be adjourned.' The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Ron Alcorn, Vice Chairman
Federal Programs Committee

Engineering/Grants Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, February 27, 2019
5:40 O'clock p.m.

1. Committee members recorded as present were: Mr. Irving Comeaux, Chairman; Mr. Henry Dupre, Mr. Jeff Naquin, Mr. Ron Alcorn, Mr. Martin Triche
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Booster Breaux, Mr. Myron Matherne.
2. Chairman Irving Comeaux recognized the Grants Coordinator, who stated that the 2020-2021 Louisiana Community Development Block Grant Program is ready to be applied for. The last project applied for was the Waterline Project and it was not ranked very well and are now not eligible. She stated that sewer systems are ranked high. Water systems addressing potable water and new construction of residential streets and rehab of residential streets and no asphalts. She further stated that the rules have changed and she would have Martha Cazaubon of South Central Planning to explain the changes. She then stated that the Jury should begin considering a project for these funds.
Police Juror Chris Carter stated that he would like to submit Virginia/Ewell Sewer System as an eligible project.
The Grants Coordinator proceeded to briefly explain reasons why Fertitta Lane didn't receive the grant priority list. She further stated that she will have more information regarding the grant at an upcoming meeting.
3. Chairman Irving Comeaux informed the committee that the Hwy 662 sidewalk project was turned down due to the cost.
4. Chairman Irving Comeaux recognized the Parish Engineer, who stated that he is in the process of obtaining quotes from fencing contractors and needs a request from the District. He stated that he has scheduled a site visit with the contractors on next week therefore, he will be requesting an approval of the low bidder at the next meeting.
5. Chairman Irving Comeaux recognized Police Juror Myron Matherne, who stated that Mike and Verret Streets need resurfacing therefore, he would like to submit them to the State to be considered for the Hwy 1247 transfer credits. Chairman Irving Comeaux stated the Parish Engineer would have to meet with a representative from the State and have a site visit to see if it's eligible under the program.
6. Committee member Henry Dupre offered a motion, seconded by Mr. Ron Alcorn, 'THAT, the committee approve and authorize the Parish Manager to schedule a site visit with a State representative for Mike & Verret Streets to determine if they are eligible for the transfer credits from Hwy 1247.' The motion was unanimously adopted.
7. Chairman Irving Comeaux recognized the Parish Engineer who stated that he received 2 quotes to extend the drainage pipes, open up and clean out the borough pits that supply the Natural Gas Pump station on S Belle River Rd. He stated that the bids received were for \$45,000 and \$49,000. He then stated that they are both over the expected budget by approximately \$15,000. He then recommended that he meet with the apparent low bidder and see if there are some areas where some cost savings can be made and present back to the Jury at the next meeting.
8. Chairman Irving Comeaux stated that the drainage pump on Felicia St. was never turned over to the drainage district therefore he requested that the Parish Engineer check into the matter.
9. Chairman Irving Comeaux recognized Police Juror Myron Matherne, who stated that after speaking with some of the landowners that live in the Shell Beach Boat Launch area, they have expressed interest in purchasing some of the property. Therefore, he would like to speak with the owner to see if they are willing to downsize the amount of property requested for the boat launch. In response, the Grants Coordinator stated that an approval would be needed for another appraisal. She stated that the review appraisal was never completed therefore the funds that were previously allocated are still there. In response, she stated that \$2,000 was allocated but suggested that another \$1,000 be allocated to ensure that there would be enough. A brief discussion was then held regarding the request to negotiate with the family relative to downsizing the property.
10. Chairman Irving Comeaux recognized the OHSEP Director who stated that he received a request for preliminary approval for a mobile home park off of Sugar St. and Hwy 403. He stated the Parish Engineer reviewed the preliminary sewer plans as well as the parking lighting, water etc. He then stated that all preliminary requirements have been met therefore, he recommends approval.

11. Committee member Jeff Naquin offered a motion, seconded by Mr. Henry Dupre, "THAT, the committee grant preliminary approval for the Mobile Home Park off of Sugar St. and Hwy 403 in Paincourtville." The motion was unanimously adopted.
12. Chairman Irving Comeaux recognized the OHSEP Director, who proceeded with the following update on all Disaster Recover Grants:
- Cancienne Canal Project – Received some information regarding the review appraisal but ½ still needed to be provided so the appraiser can complete the work.
 - Marais Sewer Project – The Contractor has begun his submittal process on the project. Once he has the submittal on the sewer plant it will come with a time frame for delivery at which time they will discuss mobilization to the site and the notice to proceed.
 - Sewer Generator Project – The Parish Engineer stated that there was a meeting today with his sub-electrical engineer and the representative for the state contract generator supplier to finalize the required purchase order list. Once completed, it will be provided to the OSHEP Office so they can begin the purchase of the generators. He stated that when the purchase of the generators are made, they will be setting up a meeting with ATMOS to begin setting up the gas service to each site and the contractor will begin setting up construction. In response, he stated that it is possible but not likely that the generator projects will be completed by hurricane season.
 - Linear Park – the Parish Engineer stated that they have met with the Bayou Lafourche Fresh Water District and Friends of Bayou Lafourche, who have taken a big interest in the park itself and seeking some expansion funds. He stated that they are trying to set up a meeting with them as well as DOTD to get this project moving forward.
 - Wastewater Generator Project – Goes along with the CDBG Project.
 - Hazardous Mitigation Project – The application has been submitted to construct the safe room at the Waterworks.
13. Committee member Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, there being no further business to come before the Engineering/Grants Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Irving Comeaux, Chairman
Engineering/Grants Committee

Regular Meeting
Of the
Assumption Parish Police Jury

Wednesday, February 27, 2019
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Martin Triche in the Assumption Parish Police Jury Chamber located at 4813 Highway 1, Napoleonville, Louisiana.
2. Police Jurors recorded as present were: Mr. Ron Alcorn, Ward 1; Mr. Jeff Naquin, Ward 2; Mr. Irving Comeaux, Ward 3; Mr. Martin Triche, Ward 5; Mr. Chris Carter, Ward 6; Mr. Henry Dupre, Ward 7; Mr. Booster Breaux, Ward 8; Mr. Myron Matherne, Ward 9.
Police Juror recorded as absent was: Mr. Patrick Johnson, Ward 4.
3. President Martin Triche led the Prayer and Police Juror Chris Carter led the Pledge of Allegiance to the Flag.
4. Police Juror Chris Carter offered a motion, seconded by Mr. Booster Breaux, "THAT, the Police Jury approve the minutes of February 12, 2019." The motion was unanimously adopted.
5. President Martin Triche opened the meeting to the public for any public comments, questions or concerns regarding the items listed on the agenda. Following three (3) calls, there were no further comments received.
6. President Martin Triche recognized Drainage Committee Chairman Henry Dupre, who stated that the committee met and recommended the following matters: \$1,400 for 213 Convent St. Culvert Replacement Project, \$1,590 for Culvert Replacement on Outfall at 7278 Hwy 1 Project and tabled the Crossover Rd & Jolimar St. Drainage Project until the Parish Engineer arrives.
7. Police Juror Henry Dupre offered a motion, seconded by Mr. Carter, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted.
8. President Martin Triche recognized the Parish Engineer, who stated that he received two (2) quotes for the Crossover Rd. & Jolimar St. outfall drainage canal. The low bid of \$11,754 was submitted by Cross Industrial Service LLC provided they submit all the necessary insurance documents and \$12,350 was submitted by Settoon Construction LLC. He stated that both bids are within budget and recommends acceptance of the lowest apparent bidder.
9. Police Juror Chris Carter offered a motion, seconded by Mr. Booster Breaux, "THAT, the Police Jury approve and accept the low bid of \$11,754 submitted by Cross Industrial Service LLC subject to remitting the necessary insurance documents." The motion was unanimously adopted.
10. President Martin Triche recognized Finance Committee Vice Chairman Henry Dupre who stated that the committee met and recommended the following matters: payment of the bills submitted through February 22, 2019, accepted the Budget Comparison Statements for January 2019, renewal contract with Direct Parts & Service for the APCC Chiller Maintenance and authorized Justin Clement to attend the LMCA (Louisiana Mosquito Control Association) Spring Workshop, March 19-20, 2019 in Baton Rouge at a cost of \$194.00.
11. Police Juror Henry Dupre offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted. (resolution attached)
12. President Martin Triche recognized Federal Programs Committee Vice Chairman Ron Alcorn, who stated that the committee met and recommended the following matters; received and update on the Section 8 Programs from Roberto Macedo & Associates approved that they open the Section 8 waiting list in March and obtain background checks through the State Police and authorized the Housing Director to attend the Housing Conference in Baton Rouge, April 2-4, 2019 at a cost of \$742.
13. Police Juror Ron Alcorn offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve the Federal Programs Committee report as presented." The motion was unanimously adopted. (resolution attached)
14. President Martin Triche recognized the Engineering/Grants Committee Chairman Irving Comeaux, who stated that the committee met and recommended the following matters: discussed the 2020-2021 Louisiana Community Development Block Grant Program and suggested that the Jury begin submitting projects for consideration, the Hwy 662 sidewalk project was declined for the Hwy 1247 credits, discussed the fencing around Landry Subdivision drainage pump and authorize the Parish Engineer to obtain quotes and present at the next meeting, authorized the Parish Manager to schedule a site visit with a State representative for Mike & Verret Streets to determine if they are eligible for the transfer credits from Hwy 1247,

discussed the quotes received for the natural gas pump on S Belle River Rd and agreed to have the Parish Engineer speak with the apparent low bidder to revise the specs to reduce the cost, discussed the Shell Beach boat launch and possibly reduce the property size due to the current residents wanting to purchase additional land, authorized the Parish Engineer to get quotes and re-appropriate the review appraisal funds to have another appraisal done and allocate an additional \$1,000 from Ward 9 recreation to assist, preliminary approval of a mobile home park off of Sugar St. and Hwy 403 and received an update on the Disaster Recovery Grants

15. Police Juror Irving Comeaux offered a motion, seconded by Mr. Booster Breaux, 'THAT, the Police Jury approve the Engineering/Grants Committee report as presented.' The motion was unanimously adopted (resolutions attached)
16. Police Juror Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve proclaiming March 2019 as Problem Gambling Awareness Month." The motion was unanimously adopted. (proclamation attached)
17. Police Juror Booster Breaux offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve re-appointing Jeremy Pipsair and Jenny St. Germain to the Recreation District #2 (Pierre Part/Belle River) for a 5 yr. term." The motion was unanimously adopted. (resolution attached)
18. Police Juror Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve an occupational license for Suga Shack, Aces Custom Embroidery, Free Dat bail Bonds and Executive Decisions." The motion was unanimously adopted.
19. President Martin Triche recognized Police Juror Irving Comeaux, who stated that he would like to declare and send a junk letter to the owner at 126 Lajunie Ct for the an awning that has fallen, tin, old party boat, truck, trailers, etc.
20. Police Juror Booster Breaux offered a motion, seconded by Mr. Chris Carter, 'THAT, the Police Jury approve sending a junk letter to the resident located at 126 Lajunie Ct.' The motion was unanimously adopted.
21. President Martin Triche recognized Police Juror Irving Comeaux, who stated that before the Jury allocated lights to the Jurors, he made a request for a light at the corner of Hwy 398 and 663. He then stated that after the store changed owners, the new owner requested that the light be turned to shine towards the store. He added that the light has been turned off and Entergy has informed that in order for the light to be turned back on the Parish would have to go through the permitting process. Following a brief discussion, Police Juror Irving Comeaux stated that he would contact Entergy's Lighting Coordinator to explain the matter.
22. Police Juror Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, there being no further business to come before the Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Martin S. Triche
President

On a motion by Mr. Booster Breaux, seconded by Mr. Myron Matherne, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and re-appoint Mr. Jeremy Pipsair and Ms. Jenny St. Germain as board members of the Pierre Part Recreation District #2 for 5 year terms each to expire March 22, 2024.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 8
Nays: 0
Absent: Patrick Johnson

On a motion by Mr. Ron Alcorn, seconded by Mr. Jeff Naquin, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize Roberto Macedo & Associates to proceed with the process to open up the Section 8 Waiting List and authorization to request and fund background checks on behalf of the applicants with La. State Police with reimbursement to come from the funds.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 8
Nays: 0
Absent: Patrick Johnson

On a motion by Mr. Chris Carter, seconded by Mr. Booster Breaux, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and accept the lowest responsible bidder that meets all parish insurance requirements for the Crossover Rd. Widening Project not to exceed \$12,350.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	8
Nays:	0
Absent:	Patrick Johnson
Abstain:	0

On a motion by Mr. Irving Comeaux, seconded by Mr. Booster Breaux, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby grant preliminary approval for a Mobile Home Park located off of Sugar St. and Highway 403 in the Paincourtville Community

Yeas: 8
Nays: 0
Absent: Patrick Johnson
Abstain: 0

On a motion by Mr. Henry Dupre, seconded by Mr. Myron Matherne, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby and authorize the President, Martin S. Triche, to sign the preventive maintenance agreement with Direct Parts & Service for the Assumption Parish Community Center Air Cooled Chillers.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 8
Nays: 0
Absent: Patrick Johnson