

Drainage Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
4:40 O'clock p.m.

1. Committee members recorded as present were: Mr. Jamie Ponville, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Myron Matherne.  
Committee member recorded as absent was: Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Ron Alcorn, Mr. Jeff Naquin. Mr. Michael Dias.
2. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve the following drainage overruns: 93072 - Culvert Replacement @ 114 Landry Sub – W9 \$403.08, 93113 - Consolidated Pierre Part/Belle River Exp – W7 \$4.00, 93114 - Consolidated Pierre Part/Belle River Exp – W8 \$4.00 and 93115 - Consolidated Pierre Part/Belle River Exp – W9 \$4.00." The motion was unanimously adopted.
3. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve \$1,750 for 5740 Crossover Road Catch Basin Project." The motion was unanimously adopted.
4. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve \$5,500 for Rue de Verte Subdivision Levee Repair Project." The motion was unanimously adopted.
5. Police Juror Patrick Johnson entered the meeting at this time.
6. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, there being no further business to come before the Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Jamie Ponville  
Drainage Committee Chairman

Finance Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
4:45 O'clock p.m.

1. Committee members recorded as present were: Mr. Jeff Naquin, Vice-Chairman; Mr. Ron Alcorn, Mr. Irving Comeaux, Mr. Patrick Johnson, Mr. Chris Carter, Mr. Myron Matherne.  
Committee member recorded as absent was: Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Michael Dias, Mr. Jamie Ponville.
2. Committee member Ron Alcorn offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve payment of the bills submitted through July 21, 2023." The motion was unanimously adopted.
3. Vice Chairman Jeff Naquin recognized the Secretary-Treasurer, who stated that the reports were included in the Juror packets and there is no form of action needed at this time. She stated that she is in the process of working on amended budgets and they will be presented at the next meeting. She then recommends approval.
4. Committee member Chris Carter offered a motion, seconded by Mr. Irving Comeaux, "THAT, the committee approve the Budget Comparison Statements for major funds for June, 2023." The motion was unanimously adopted.
5. Vice Chairman Jeff Naquin recognized Tonya Pierre, Chamber of Commerce, who also introduced Greta Kimble and Cassie Boudreaux. She stated that their board member Chris Guidry who works for Oxi Chem was able to purchase a lap top for the Teenager of the Year Cassidy Besson. She stated that the business spot light for June was Allen's Communications and July was Rene Industries. She then stated that they met with a marketing representative to restructure the Chambers web page to make it more user friendly. She added that businesses will be able to advertise their logos on the website which should be completed within two (2) months. Mrs. Pierre then stated that on August 7, 2023 they are providing water and door prizes to the Assumption Parish School faculty back to school event, August 12 they will be donating pencils to the Bayou L'Ourse school event that's being held at the ball park, and on August 24, 2023 they will be hosting a meet the candidate at the Bayou Side Golf Course and it will be streamed live on social media. She also stated that if enough interest is shown, they are thinking about hosting another event in September at the No Problem Raceway. The committee clarified that qualifications are August 8, 9 and 10<sup>th</sup>. Vice Chairman Jeff Naquin thanked the Chamber for the update and expressed appreciation for all they do for the Parish.
6. Committee member Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve the 2<sup>nd</sup> quarter allocation to the Chamber of Commerce." The motion was unanimously adopted.
7. Vice Chairman Jeff Naquin recognized the Secretary-Treasurer, who stated that the Parish has the lease with Capital One in hand and ready to execute. She stated that it is the lease with the Clerk of Courts Office for the rear of the Capital One Building and it covers the top and bottom floors. She then stated that this would be a 2-year lease with (2) 2yr. options so technically 6 years. The lease indicates the renewals and lease amounts for years 1 and 2 and the 2 yr terms accordingly for the increases. She further stated that in correspondence with the Clerk of Court, she agreed to pay half of the lease rate. She then recommended approval of the lease.
8. Committee member Myron Matherne offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve to renew the lease agreement by and between Capital One as landlord and the Assumption Parish Police Jury and the Clerk of Court as tenant for a 2-yr. lease with (2) 2yr. options with the Clerk of Court Office paying 50% of the lease." The motion was unanimously adopted.
9. Committee member Myron Matherne offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve and authorize the President to sign the contingency contract for aerial mosquito control services with Vector Disease Control International, LLC (VDCI)." The motion was unanimously adopted.
10. Vice Chairman Jeff Naquin stated that proposals were received for dumpster service from Republic Services and Waste Pro USA and the numbers were close. He stated that Republic Service submitted a 24-month contract and 1 yr. proposal in the amount of \$37,007.36 and Waste Pro USA submitted 36-month contract and a 1 yr. proposal in the amount of \$41,356.44. He stated that 1 more year of a lock in rate as opposed to a 2 yr contract and not knowing the cost at that time leads him to recommended Waste Pro for the 3 yr. contract in the amount of \$41,356.44 per year.

11. Committee member Chris Carter offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve accepting the 3 yr. contract submitted by Waste Pro USA in the amount of \$41,356.44 a yr. for dumpster service."
12. Before the vote was taken, the Secretary-Treasurer informed the committee that when you go out for quotes unless you have a reason not to go with the lowest bidder, you are obligated to go with the lowest bidder in accordance with the law. The Parish Manager also clarified that the amounts submitted is for 1 year not for the entirety of the contract. A brief discussion was held regarding the amounts submitted and what would the 3<sup>rd</sup> yr. amount be for Republic Services. The Secretary-Treasurer reiterated what is stated under public bid law and stated that the Parish can open themselves up to exposure for litigation from the lowest bidder. In response, the Parish Manager stated that Republic Services was not interested in submitting a 3 yr. contract. He added that he's been in negotiations for 3 weeks and this is their bottom line. Following a brief discussion, the ADA stated if you don't have a justifiable explanation as to why you're going with one over the other it does create a measure of exposure. Following a brief discussion, the committee agreed to go back to each company and request a 3 yr. contract in writing.
13. Committee member Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, there being no further business to come before the Finance Committee, the meeting be adjourned." The motion was unanimously adopted.

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Km M. Torres  
Secretary-Treasurer

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Jeff Naquin, Vice Chairman  
Finance Committee

Insurance Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
5:00 O'clock p.m.

1. Committee members recorded as present were: Mr. Ron Alcorn, Chairman; Mr. Jamie Ponville, Mr. Michael Dias, Mr. Irving Comeaux, Mr. Jeff Naquin.  
Committee member recorded as absent was: Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Patrick Johnson, Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Ron Alcorn recognized Mr. Tommy Landry, Arthur J. Gallagher, who presented the committee with a handout of the renewal proposals. He stated that this is a continuation of the last meeting when an explanation was given regarding what the claims should look like. He stated that he is on the low end of the scale. He stated that the executive summary is a repeat from the last meeting, the public sector talks about their niche in the market, market review indicates all of the markets that they attempted to get quotes from and what they will provide, summary of significant coverage changes shows that the Parish is getting a little more coverage where the statement of value is \$34 million compared to \$32 million last year, the maximum case of loss is \$15 million, named storm deductible is 5-10% and still at the \$500,000 minimum named storm per occurrence, \$250,000 other than a named storm and \$10,000 for a fire; the expenditures went from \$18 million to \$30 million and the auto schedule upgraded some newer vehicles. Mr. Landry proceeded to point out the expiring column comparing last year to this year; \$32 million to \$34 million is the property part, \$10 million over the \$5 million for additional wind coverage, \$10 million over the \$5 million for fire coverage. He continued to review the coverages and changes by companies. He stated that there was a savings in identify fraud which was paid in full for 3 yrs and the cyber and privacy had a modest change from 61 to 68. He further stated that he calculated the increase to be 23% instead of the 25-50% that he mentioned at the last meeting and stated that the Parish is getting a better renewal than most people with an additional \$2 million in coverage. He also stated that a new building makes the profile look better.
3. Committee member Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve the General Liability Insurance renewal with Arthur J. Gallagher at \$988,580." The motion was unanimously adopted.
4. Committee member Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve and authorize Vice President Jeff Naquin to sign the renewal documents with Arthur J. Gallagher for the General Liability contracts." The motion was unanimously adopted.
5. Committee member Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, there being no further business to come before the Insurance Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Ron Alcorn, Chairman  
Insurance Committee

Personnel Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
5:10 O'clock p.m.

1. Committee members recorded as present were: Mr. Michael Dias, Chairman; Mr. Irving Comeaux, Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Patrick Johnson, Mr. Jamie Ponville.  
Committee member recorded as absent was: Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Michael Dias recognized the Parish Manager, who stated that he have an employee that is requesting additional time off for an upcoming procedure. He stated that the time granted can total up to 1 yr. He stated that he has discussed the matter with the Secretary-Treasurer and this time isn't affecting the Jury financially nor is it affecting his department. He added that this request is just to hold an employment position. A brief discussion was held regarding the employee's request. The Secretary-Treasurer stated that this time does not count toward years of service in the future therefore, it would be a request for an extended leave of absence for 9 months putting him at the max of 1 yr. allowance. She stated that the Jury at its discretion can handle the matter either way.
3. Committee member Jeff Naquin offered a motion, seconded by Mr. Patrick Johnson, 'THAT, the Police Jury approve an extended leave of absence of 9 months for the Equipment Operator II.' The motion was unanimously adopted,
4. Committee member Jamie Ponville offered a motion, seconded by Mr. Jeff Naquin, "THAT, there being no further business to come before the Personnel Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Michael Dias  
Personnel Committee Chairman

Road & Bridge Committee Chairman  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
5:20 O'clock p.m.

1. Committee members recoded as present were: Mr. Ron Alcorn, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Michael Dias, Mr. Jamie Ponville, Mr. Myron Matherne.  
Committee member recorded as absent was: Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Jeff Naquin. Mr. Patrick Johnson.
2. Chairman Ron Alcorn stated that after looking over the fund balance and what has been proposed, he would like to approve and allocate a \$2.5 million budget for the 2023 Road Overlay Program. He added that this amount would include some cushion to allow a few more roads throughout the parish. He stated that in the past the funding has been equally divided throughout the Wards giving each Ward roughly \$277,000. He further stated that moving forward and if approved, he is requesting the Parish Engineer to get with each Juror to cut down their projects to stay within budget. In response, the Parish Engineer stated that based on the rating system that he presented to the Jury they did some proposed cuts totaling \$2.8 million including engineering but still have more to go. He stated that he has spoken with a few of the Jurors regarding what roads may be eliminated or partially done under this program. In response, the Secretary-Treasurer requested that the Chairman clarify if the engineering is included within the \$2.5 proposed budget, if not, that will be an added 10% cost bringing the amount to \$2.75 million.
3. Committee member Chris Carter offered a motion, seconded by Mr. Irving Comeaux, "THAT, the committee approve a \$2,275,000 construction budget for the 2023 Road Overlay Program with an additional 9% for engineering totaling \$2,500,000." The motion was unanimously adopted.
4. Chairman Ron Alcorn informed the committee that Mr. Aaron Elizar was in traffic and suggested that the matter be tabled until the regular meeting.
5. Committee member Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, there being no further business to come before the Road & Bridge Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Ron Alcorn, Chairman  
Road & Bridge Committee

Engineering/Grants Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
4:55 O'clock p.m.

1. Committee members recorded as present were: Mr. Irving Comeaux, Chairman; Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Patrick Johnson, Mr. Michael Dias, Mr. Jamie Ponville.  
Committee member recorded as absent was: Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Irving Comeaux recognized Jacob Loeske, GIS Engineering, who stated that the Louisiana Watershed Initiative Council, who is over all regions, met at the Capital and went through the plan and made a few adjustments. The local projects and programs increased fees by \$15 million and that's in round 1, design and support allocation went from \$100 million to \$130 million, Round 2 and the DSP which the Cancienne Canal falls into increased to \$225 million to cover the DSP and round 2 projects. He stated that LWI Region 9 which covers the II-2 Corridor was granted \$100 million and no round 3. This may be the plan moving forward no Round 3. He then stated that Region 3 met today and 11 of 22 projects reached the needs assessment and the Himalaya (49.9%, Brule St. Martin (42%) and Bayou St. Vincent (40%) fell into that category. They will be looked at and those with over 50% LMI will have a chance for verifying. Mr. Loeske stated that Mr. Gordon with South Central Planning is meeting with people from each parish and will have a vote on August 23, 2023 to determine what project will be funded from Round 2. He stated that the Cancienne Canal DSP Project, was funded and selected. An email was received from OCD and the kick off meeting for the project will be August 8, 2023 at 9:30 and he, the Parish Manager and the Grants Coordinator will be on the call. He also stated that he will touch base with the Grants Coordinator and the Parish Manager to make sure the files, etc. are there to get this started. He stated that all DSP Project plans and specs (engineering, permitting, etc.) have to be done by January 31, 2024. He added that he is still working with the Delegation setting up meetings and working on presentations that reflect the efforts that are put forward on what projects from the master plan and requested funding through different applications and funding sources. In response, he stated that his presentation in Washington DC won't be the same instead he will inform them that the master plan is complete and the projects are listed and prioritized, inform them of the projects that we have applied for funding and which have been successful and ask what can be done to assist with getting funding for those that didn't receive funding. There are still grants out there with August deadlines and they are discussing internally some of the Federal grants that are available as well.
3. Chairman Irving Comeaux recognized the Grants Coordinator, who provided the committee with a spreadsheet and stated that under pumps and drainage there was some information on the previous reports that was incorrect but it has been corrected on this copy. The Secretary-Treasurer added that it takes a lot of time and effort to keep all of this organized so she asked that they review the report and if anything seems off please notify the Grants Coordinator so she can stay ahead. In response to the Fire Hydrants line item appropriation, committee member Ron Alcorn stated that he spoke with the Senator and he still had not received anything back. He did inform the Senator that work had ceased because we wouldn't be able to remit payment not knowing if we would be able to recover the funds. He also stated that no work is being done.
4. Chairman Irving Comeaux recognized the OHSEP Director, who stated that the 911 recording software is eight (8) yrs. old and there are some concerns with the hardware and software. It is used to download all the recordings that are sent to the DA's Office and various attorneys for their court cases. He then stated that there have been a few glitches in the system and once it's upgraded these problems will be resolved. He stated that the \$22,132.15 is a state contract price. The Secretary-Treasurer stated that the funding is in the budget.
5. Committee member Jeff Naquin offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve to upgrade the 911 recording software Higher Ground at a cost of \$22,132.15." The motion was unanimously adopted.
6. Chairman Irving Comeaux recognized the Flood Plain Manager, who stated that he received a request for preliminary approval for a mobile home park at 6686, 6692 and 6698 Highway 1 in the Belle Rose area. He stated that the owner has complied with the site plan as requested but is requesting a variance for the back fence which borders the bayou. He stated that the Fire Chief is ok with it and he then recommended approval.
7. Committee member Ron Alcorn offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve and grant preliminary approval for a Mobile Home Park at 6686, 6692 and 6696 and a variance for the back fence." The motion was unanimously adopted.
8. Chairman Irving Comeaux recognized the Grants Coordinator, who provided the committee with a summary of the scores received for the GOMESA Levee Improvements RFQ's and DDG was the high scorer.

9. Committee member Jeff Naquin offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve and accept the high score submitted by DDG for the GOMESA Levee improvements RFQ's" The motion was unanimously adopted.
10. In response to the clarification of the Shell Beach Bulkhead permit application, the Parish Engineer stated that permit applications are covered by the retainer. The only thing that may be an added cost is if there are mitigation cost as a result of the permit application and process. He then stated that all of the drawings have been prepared and some revisions have been made and now they are preparing the application and hopefully by the next meeting it should be uploaded to DNR to move forward. He also stated that he wants to make sure the drawings are finalized the way they need to be.
11. Chairman Irving Comeaux recognized the Parish Engineer related to Attakapas Landing,, who stated that the construction is progressing and the bathroom is framed up, they are working with the contractor to finalize the ADA walk way and the sewer plant was scheduled to go in but it got delayed and pushed to Friday or Monday. For the pay station there's a price of \$6,000 for the credit card and cash maching. Committee member Michael Dias requested that the information be given to LA Contractors. He then asked the Parish Engineer if RFI 28, the light pole, had been addressed? The Parish Engineer stated that it was addressed and explained that they met on site and that Mr. Dias was there. Committee member Michael Dias stated that nothing came about with this. Committee member Jamie Ponville requested that the Parish Engineer provide the contractor with what they need so that they can complete the project. He then asked about RFI 29, erosion underneath the bulkhead and the Parish Engineer stated that they met on site and addressed it. Mr. Dias asked that this information be put in writing and asked about RFI 30 erosion by the bathroom? The Parish Engineer stated that there is no erosion by the bathroom and it's an incorrect statement. In response, the Parish Engineer stated that he has been diligently answering the RFI's and since this project is possibly being put into litigation, he doesn't think it's proper that the Jury should be involving in the discussion of the RFI' process. A brief discussion was then held regarding the RFI's. The Parish Engineer stated that he was instructed by the Jury that all correspondences regarding this project and everything else must go through Legal. He will not be copying the Jury on direct conversation and correspondence with the contractor that is per the contract. Quentin Landry, LA Contractor, stated that they have six (6) pending RFI's, while they may have been discussions in the field about them they still haven't been answered and litigation is pending which it makes it more critical to have follow ups and answers. The Parish Engineer stated that he would agree and as requested in the past and from now on that he would have someone in the field that can make decisions. He added that decisions have been made in the field with project managers and later turned over by an higher up in the office. He stated that it has been very difficult to provide the contractor with information you need when a resolve is issued and agreed upon on site and when put in writing it is rejected or turned over by the office. Following a brief discussion, Mr. Landry stated that from his perspective they would just request official answers to the six (6) RFI's. The Parish Engineer stated that he will provide the contractor with official answers and he then requested that there be someone qualified on site to discuss the items and when a resolve is issued and made it is agreed upon so that it isn't turned over when put in writing. The Secretary-Treasurer stated that at some point some interjection has to happen because nothing is getting done. The Parish Engineer stated that there is a contract to follow and he is following it and directing the contractor accordingly and processing invoices accordingly, the interaction by the Police Jury being included on all emails and constant interaction of the Jury being on site making directions so forth is a clear violation of the contract as well as other documented violations of the contract by the contractor himself. Committee member Chris Carter stated that legal council is present and the Jury has a contract with the Engineer and the contractor and should let them work it out and the Jury should stay out of it as advised by legal before the Jury ends up in litigation. Mr. Quinten Landry stated that they are prepared to turn over the launch portion to the Jury if you would take possession. Committee member Michael Dias requested a walk through on Friday or Monday and the Parish Engineer requested Monday and would email the contractor and the Secretary-Treasurer with a time once he checks his schedule.
12. Committee member Michael Dias offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve and authorize the President to sign a letter of engagement for outside council." The motion was unanimously adopted.
13. The Parish Engineer stated that Jolimar St. Drainage Project will be going to the paper with a projected bid date of September 12, 2023. The Secretary-Treasurer stated that engineering was paid for with local funds therefore, we have no contract to move forward on this contract. In response, the Parish Engineer stated that there is a design contract in place. He then stated that there is no construction contract in place because you have to go to bid first. He stated that the design specifications that are being advertised have all the necessary governmental language to follow the guide lines of the GOMESA funding so that you can pull down the funding appropriately. The Secretary-Treasurer again asked with him going out to construction is that inclusive of the engineering and design contract because without a contract we can't move to another step if it's not inclusive, local versus federal funds. In response, the Parish Engineer stated that advertisement is inclusive but construction and administration is not.



14. The Parish Engineer stated that he spoke with the Army Corp of Engineers regarding the Gerald St. Levee Project and in looking at the area there is a small portion that is going through a wooded section that they suspect to be wetlands. He stated that they have agreed to do the wetlands determinations for the Jury at no cost providing that we can survey the center line of the proposed levee for them and they could come out and make the assessment. The impact area is less than an acre and since it's such a minimal amount we hope it falls within their purview not to require mitigation. He added that the Parish will have to pay for the survey to centerline flag the levee but It's less than the wetlands determination. He then requested authorization for him to go out and get a cost on a survey of the center line. He further stated that it should not exceed \$2,000. In response, Chairman Irving Comeaux agreed to allocate \$2,000 from Ward 3's drainage.
15. Committee member Jeff Naquin offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve and authorize the Parish Engineer to obtain a survey cost, not to exceed \$2,000, of the center line of Gerald St. Levee Project with an allocation from Ward 3 drainage." The motion was unanimously adopted.
16. The Parish Engineer stated that he spoke with the Army Corp or Engineers regarding the ring levees in Pierre Part/Belle River and they are trying to set up a conference call on Monday or Tuesday to go over any questions regarding the drawings. He stated that the drawings they received from DNR weren't clear in the transmission. The Parish Engineer stated that DNR requested that we submit an HMIA study and he is in the process of doing it. He spoke with Mr. Ponville to possibly review the maps that are put together for this study to have it submitted as soon as possible.
17. The Parish Engineer stated that they will be doing a final walk through of Lee Drive on tomorrow prior to striping to identify any defaults in the asphalt or any areas that need to be addressed with the contractor. In response, committee member Jamie Ponville stated that the contractor contacted him and said he will not be attending the walk through due to lack of payment and response from the Parish Engineer by email and phone so as far as the contractor stands the project is shut down.
18. The Parish Engineer stated that he has delivered the Ag Center Roofing Project contract to the Jury for signatures and have preliminary drawings to deliver to the Public Works Department.
19. Committee member Michael Dias offered a motion, seconded by Mr. Patrick Johnson, "THAT, there being no further business to come before the Engineering/Grants Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Irving Comeaux, Chairman  
Engineering/Grants Committee

Regular Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 26, 2023  
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury Vice President Jeff Naquin in the Assumption Parish Police Jury Chambers 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. Patrick Johnson, Ward 4; Mr. Michael Dias, Ward 5; Mr. Chris Carter, Ward 6; Mr. Jamie Ponville, Ward 8; Mr. Myron Matherne, Ward 9.  
Police Juror recorded as absent was: Mr. Leroy Blanchard, Ward 7.
3. Vice President Jeff Naquin recognized Police Juror Patrick Johnson who 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. Myron Matherne, "THAT, the Police Jury approve the minutes of June 28, 2023 and July 12, 2023." The motion was unanimously adopted.
5. Vice President Jeff Naquin requested comments, questions or concerns regarding any item on the agenda. Following three (3) calls, there were no comments received.
6. Vice President Jeff Naquin recognized Drainage Committee chairman Jamie Ponville, who stated that the committee met and recommended the following matters: the following drainage overruns: 93072 - Culvert Replacement @ 114 Landry Sub – W9 \$403.08, 93113 - Consolidated Pierre Part/Belle River Exp – W7 \$4.00, 93114 - Consolidated Pierre Part/Belle River Exp – W8 \$4.00 and 93115 - Consolidated Pierre Part/Belle River Exp – W9 \$4.00, \$1,750 for 5740 Crossover Road Catch Basin Project and \$5,500 for Rue de Verte Subdivision Levee Repair Project.
7. Police Juror Jamie Ponville offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted.
8. Vice President Jeff Naquin stated that the Finance Committee met and recommended the following matters: payment of the bills submitted through July 21, 2023, the Budget Comparison Statements for major funds for June, 2023, the 2<sup>nd</sup> quarter allocation to the Chamber of Commerce, to renew the lease agreement by and between Capital One as landlord and the Assumption Parish Police Jury and the Clerk of Court as tenant for a 2-yr. lease with (2) 2yr. options with the Clerk of Court Office paying 50% of the lease and authorized the President to sign the contingency contract for aerial mosquito control services with Vector Disease Control International, LLC (VDCI).
9. Police Juror Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted. (resolutions attached)
10. Vice President Jeff Naquin recognized Insurance Committee Chairman Ron Alcorn, who stated that the committee met and recommended to renew the General Liability Insurance renewal with Arthur J. Gallagher in the amount of \$988,580 and authorize Vice President Jeff Naquin to sign the renewal documents with Arthur J. Gallagher for the General Liability contracts.
11. Police Juror Ron Alcorn offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve the Insurance Committee report as presented." The motion was unanimously adopted. (resolutions was adopted)
12. Vice President Jeff Naquin recognized Personnel Committee Chairman Michael Dias, who stated that the committee met and recommended an extended leave of absence of 9 months for the Equipment Operator II.
13. Police Juror Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the Personnel Committee report as presented." The motion was unanimously adopted.
14. Vice President Jeff Naquin recognized Road & Bridge Committee Chairman Ron Alcorn, who stated that the committee met and recommended a \$2.5 million total budget for the 2023 Road Overlay Program including engineering and a contract with C.J. Savoie Engineering.
15. Police Juror Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve the Road & Bridge Committee report as presented." The motion was unanimously adopted.

16. Vice President Jeff Naquin recognized Engineering/Grants Committee Chairman Irving Comeaux, who stated that the committee met and recommended the following matters: received an update on the project status and funding sources by GIS Engineering, an update from the Grants Coordinator, to upgrade the 911 recording software Higher Ground at a cost of \$22,132.15, preliminary approval for mobile home park at 6686, 6692 and 6698 Hwy 1 in Belle Rose, accepted the high score submitted by DDG for the GOMESA Levee Improvements RFQ's, update on the Attakapas Landing Project and authorize the President to sign the outside counsel letter of engagement, update on Jolimar St. Drainage Project which will go out to bid on September 12, 2023, Gerald St. Levee Project and an allocation not to exceed \$2,000 from Ward 3 drainage fund, the Ring Levees in Pierre Part/Belle River, the Fire Hydrants Replacement Project, Lee Drive and Ag Center Roofing Project.
17. Police Juror Irving Comeaux offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the Engineering/Grants Committee report as presented." The motion was unanimously adopted. (resolutions attached)
18. Vice President Jeff Naquin recognized the Grants Coordinator, who presented a copy of the request by Jenkins Production relative to the interest of two (2) ladies wanting to live a simple life and their interest in wanting to film in the town on Napoleonville. She stated that she requested that they broaden their interest to the entire Assumption Parish. She listed the things the production brought to Benton and stated that Assumption Parish can benefit as well. The Grants Coordinator then requested two (2) tasks from each Juror that they would like done in their area to see if it's in their capability of making it happen. The Secretary-Treasurer explained that the task chosen is what is incorporated in their film production. She added that it's no cost to the Parish and people are interceded in the show. The Grants Coordinator added that they will be housed in the Parish, eating, attending the festivals, etc.
19. Police Juror Jamie Ponville offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve a resolution for Jeff Jenkins Productions to film in different areas of Assumption Parish." The motion was unanimously adopted. (resolution attached)
20. Police Juror Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve reappointing Benny Oliver to the Bertrandville Recreation District for a 5 yr. term." The motion was unanimously adopted. (resolution attached)
21. Police Juror Myron Matherne offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve an occupational license for Tara's Shop and Blair's Bail Bonds, Inc." The motion was unanimously adopted.
22. Vice Chairman Jeff Naquin recognized Police Juror Jamie Ponville, who stated that the Parish has a piece of property that is not being utilized and he would like to see if a parish employee can be placed there to monitor a dumpster from 8-12 noon. He stated that between the three (3) Jurors in the surrounding areas they would be able to supply a dumpster there year round. It would be on a first come first serve until the dumpster is full. A brief discussion was then held regarding the suggestion and the different scenarios that can occur. Following the discussion, Police Jury Jamie Ponville suggested that it be given a try.
23. Police Juror Jamie Ponville offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve a dumpster once a month, on parish property in the Pierre Part area from 8 a.m. – 12. noon utilizing a parish employee paid from the Solid Waste fund." The motion was unanimously adopted. (resolution attached)
24. Police Juror Chris Carter offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve a liquor license application for St. Elizabeth Church Harvest Festival." The motion was unanimously adopted.
25. Vice Chairman Jeff Naquin recognized Mr. Aaron Elizar, LA DOTD, who stated that the road transfer credits for Assumption Parish after taking over Hwy 1247 after it was overlayed is \$652,276. He identified that the Jury requested drainage improvements to Pear St. which would eliminate erosion issues that the current bulkhead is suffering. He stated that the estimated cost to do this project is \$787,000 which is \$130,000 over the credit total. The let date to do the project is September 2024 but the plans are being prepared at this time and it could let as early as December 2023. He then stated that he spoke with the Project Manager and DOTD will have to decide if they will satisfy the overage. He further stated that he doesn't see any other way to reduce the scope of work. In response, he stated that it does not appear that there will be funds remaining to do any other project. He also stated that the administration, engineering and inspection cost would have to be deducted from the credits because DOTD would be turning it over to a consultant on their behalf. He further stated that once the project is let out there will be some decisions to make by DOTD and the Parish relative to the short fall. In response, the Jurors added that Verret St. and Bayou Drive were included in this project. In response, Mr. Elizar stated that if neither DOTD nor the Parish agree to the overage, the Project won't be awarded. Vice President Jeff Naquin stated that he has funds that can go towards the project. Following a brief discussion, Mr. Elizar stated that the Parish can use the credits as they see fit

and yes it's too late to give back the road. Vice President Jeff Naquin explained the condition of the Street and stated that he fought to get this project done and the Jury agreed to take in Hwy 1024 so that the funds can be available to do the work to Pear St. therefore, the project has to move forward. In response to Hwy 70, Mr. Elizar stated that there is another layer that needs to be overlayed but they wanted the pipe crossing permit that the Parish approved to be expedited and done before the overlay project began. The Project Manager for Hwy 70 stated that the asphalt on top of the pipe crossing is temporary and will be removed next week with a full patch and the shoulders. She stated that they are only 55% complete of the project with about 33,000 tons of asphalt left to lay. She added that they expect to be completed around December 2023. She then stated that on the list of projects that are to be let for 2023 is Assumption LA 308 in between LA 1011 and Franklin Avenue. In response, she stated that La 1 from parish line to parish line is not listed for the next 12 months. In response to the Norman Canal, Mr. Elizar explained that they went to the Bonding Attorney regarding the contractor not completing the project and going under but haven't heard but will submit an update when he gets one. It was stated that they have to have an active contract to maintain the project site (Bayou Sorrell which includes temporary traffic control and maintenance of the detour bridge. The Project Manager stated that moving forward the department is revising the original project plan and reletting in December for a new contractor. Police Juror Myron Matherne informed Mr. Elizar that the grass cutting along Hwy 70 is terrible so he asked that the workers be told to do a better job. Mr. Elizar then spoke about the test section along Hwy 70 and explained that the company came in with some herbicide but then abandoned the job so they are sending their crew to cut the grass. Police Juror Chris Carter stated that LA 1 grass has not been cut and requested that it be added to the list.

26. Police Juror Chris Carter offered a motion, seconded by Mr. Michael Diaz, "THAT, there being no further business to come before the Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Jeff Naquin  
Vice President

On a motion by Mr. Michael Dias, seconded by Mr. Jamie Ponville, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve a 1-yr. total leave of absence for an Equipment Operator II due to a personal medical illness and treatment;

Said leave of absence 1-yr. period is inclusive of two already granted 30-day periods.

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

Yeas: 8

Nays: 0

Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the re-appointment of Mr. Benny Oliver, Jr. to the Bertrandville Recreation District for a 5 yr. term to expire on 8-1-2028.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and accept the High Scorer for the GOMESA Levee Improvements Project for Design and Engineering Services as Duplantis Design Group.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize the President to sign an Engagement Letter with outside counsel (Dwight D. Poirrier) which describes scope of the representation and applicable rates as it relates to the Attakapas Landing Renovation Project.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard



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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve a construction budget of \$2,275,000 for the 2023 Road Overlay Program and authorize its President to sign a contract with CJ Savoie Consulting Engineers for 9% of construction costs.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its President to sign a lease agreement with Capital One for the office space at 110 Franklin Avenue, Napoleonville, for a 2 yr. term with 2 options to renew for 2 additional years each with the following monthly base rates effective upon execution of the contract:

<u>Initial Term</u>	<u>Annual Base Rent</u>	<u>Monthly Base Rent</u>
Year 1	\$10,750.08	\$895.84
Year 2	\$11,072.64	\$922.72
<u>First Renewal Term (If)</u>	<u>Annual Base Rent</u>	<u>Monthly Base Rent</u>
Year 1	\$11,404.80	\$950.40
Year 2	\$11,746.92	\$978.91
<u>Second Renewal Term (If)</u>	<u>Annual Base Rent</u>	<u>Monthly Base Rent</u>
Year 1	\$12,099.36	\$1,008.28
Year 2	\$12,462.36	\$1,038.53

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its Vice-President, Jeff Naquin, to sign all renewal documents submitted by Arthur J. Gallagher Risk Management Services, Inc. for the General Liability & Property Insurance coverage for the Assumption Parish Police Jury for 2023-24 in the amount of \$988,580.04 with Arch Specialty Insurance, Underwriters at Lloyd's London, Gotham Insurance Company, Evanston Insurance Company, West American Insurance, Travelers Indemnity Company, Travelers Indemnity Company of CT, Travelers Casualty and Surety Company of America and Certain Underwriters at Lloyd's of London.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard  
Abstain: 0

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

#### RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the usage of Juror Ponville's free dumpsters (3) provided by Waste Pro as a part of the residential garbage collection contract to be located in the Pierre Part Community one Saturday of the month for bulky waste drop off by the residents;

BE IT FURTHER RESOLVED that said dumpster shall be manned by a R&B employee for the 2-4 hour time period allowed for monitoring;

BE IT FURTHER RESOLVED that said salary for R&B employee to be funded through the Solid Waste Fund.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize Jeff Jenkins Productions to film in various areas throughout Assumption Parish for potential inclusion in their production film.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard

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

#### RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize the OHSEP Director to upgrade the 911 Recording Software "Higher Ground" at a cost of \$22,132.15 off of State contract.

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

Yeas: 8

Nays: 0

Absent: Leroy Blanchard

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and grant preliminary approval of a Mobile Home Park at 6686, 6692 and 6698 Highway 1 in the Belle Rose Community along with a variance on the fence requirement for the rear of the property facing the bayou.

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard  
Abstain: 0

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its President to sign a contract with Vector Disease Control International, LLC (VDCI) at a cost of \$1.85 per acre for Adulticide Application – Dibrom spraying for a contract term of July 26, 2023 until December 31, 2023 on an as needed basis.

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

Yeas: 8  
Nays: 0  
Absent: Leroy Blanchard