

Drainage Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, September 13, 2023
4:35 O'clock p.m.

1. Committee members recorded as present were: Mr. Jamie Ponville, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Myron Matherne, Mr. Leroy Blanchard.
Other Police Jurors recorded as present were: Mr. Jeff Naquin. Mr. Michael Dias.
2. Chairman Jamie Ponville recognized the Secretary-Treasurer, who stated that committee member Myron Matherne wanted to utilize the \$2,700 from project #92889 but the funds had been expended. She then stated that they need to be reallocated from project #92980, Levee Repairs.
3. Myron Matherne offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve to rescind the allocation of \$2,700 from project #92889 and reallocate the funds from project #92980." The motion was unanimously adopted.
4. Police Juror Patrick Johnson entered the meeting at this time.
5. Chairman Jamie Ponville recognized the Assistant Parish Manager, who stated that he had spoke with Mr. Johnson regarding the Marais Drainage/Lower Texas Improvement Project and feels they need to go back in and spit the two (2) projects. He stated that there is still more work to be done on the Lower Texas side and they would like to start the construction on the Marais Project. He then stated that the Parish Engineer would have to release some of the funds from the engineering and mapping side equating to \$13,000 and \$27,000 from Ward 4 Drainage fund to support for labor for the R&B Department to perform the work. In response, the Secretary—Treasurer stated that she needs specific numbers because according to GOMESA it's the Lower Texas/Marais Improvement Project and the contract discloses both as well. She also stated that an amendment to the engineering contract should reflect just the Marais. The Assistant Parish Manager stated that he will bring this information forward at the next meeting.
6. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve \$810 for 2921 Hwy 1 Culvert Replacement Project." The motion was unanimously adopted.
7. Committee member Myron Matherne offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$4,605 for 140 Michael St. Culvert Replacement Project." The motion was unanimously adopted.
8. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve \$6,620 for 123 Michael St. Culvert Replacement Project." The motion was unanimously adopted.
9. Committee member Leroy Blanchard offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve \$1,500 for Millien St. Outfall Sweeping Project." The motion was unanimously adopted.
10. Committee member Myron Matherne offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve \$2,510 for 111 Oak St. Culvert Replacement Project." The motion was unanimously adopted.
11. Chairman Jamie Ponville recognized the Parish Manager, who stated that they made another assessment of the pump deck replacement on South Bay Rd. and saw that the pilings are damaged. In addition, the Assistant Parish Manager stated that he priced the piling, decking along with in-house labor and the cost is approximately \$6,784. He then stated that he would like to put all the decks that need repair together. Following a brief discussion, Chairman Jamie Ponville requested that something be put over the deck area so no one gets hurt.
12. Committee member Myron Matherne offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve \$6,000 for 2911 Lee Dr. Gate Valve purchase with balance from Ward 5 drainage." The motion was unanimously adopted.
13. Chairman Jamie Ponville recognized the Assistant Parish Manager, who stated that the low bid for the 6" diesel pump came in at \$32,966. He stated that the amount is \$5,932 over the original estimate of \$60,000. Following a discussion, the committee agreed that the purchase would be funded through GOMESA non-bond.
14. Committee member Myron Matherne offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve and accept the low bid of \$32,966 ea. for the purchase of (2) 6" diesel pumps funded through GOMESA non-bond." The motion was unanimously adopted.

15. Chairman Jamie Ponville recognized the Parish Manager, who stated that he spoke with a few Jurors relative to cleaning the drainage report list of projects that have been there for 3-5 yrs. He stated that the response is that the funds are being held for future projects therefore, he will be contacting the remaining Jurors to see what projects can be removed and which projects can get done. Following a brief discussion, the Chairman requested that when a drainage project is requested, he would like an estimated completion date next to the project.

16. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, 'THAT, there is no further business to come before the Drainage Committee, the meeting be adjourned.' The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Jamie Ponville
Drainage Committee Chairman

Finance Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, September 13, 2023
4:50 O'clock p.m.

1. Committee members recorded as present were: Mr. Leroy Blanchard, Chairman; Mr. Jeff Naquin, Mr. Ron Alcorn, Mr. Irving Comeaux, Mr. Patrick Johnson, Mr. Chris Carter, Mr. Myron Matherne. Other Police Jurors recorded as present were: Mr. Michael Dias, Mr. Jamie Ponville.
2. Committee member Patrick Johnson offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve payment of the bills submitted through September 7, 2023." The motion was unanimously adopted.
3. Chairman Leroy Blanchard recognized the Secretary-Treasurer, who stated that the options for pay mode at the Attakapas Landing is by license plate or space tag. Following a brief discussion, Police Juror Michael Dias suggested to use space tag for pay mode. A discussion was then held regarding the payment amount to launch. Following the discussion, the committee agreed on \$5 a day and Police Juror Michael Dias added a fee of \$65 for a yearly pass for Parish residents only.
4. Committee member Jeff Naquin offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve a \$5 per launch per day rate for the Attakapas Landing Boat Launch and a \$65 yearly rate for Assumption Parish residents only." The motion was unanimously adopted.
5. Chairman Leroy Blanchard recognized Ms. Kristin Delahoussaye Delahoussie, Capital Area Finance Authority, who stated that they offer downpayment assistance programs through their lending companies, banks, mortgage companies, etc. She stated that the CEA with the parish has been since 2019 and it needs to be updated. She also stated that due to the high rates they are going to be issuing a bond in November because their programs are not performing like they normally do. She then requested a resolution allowing the amendment CEA to reflect the offering of a bond for first time home buyers. In response, she stated that this is not a loan it's a downpayment assistance program and on some of the programs it's a second lien and you stay there for seven (7) yrs. and It's completely forgiven. She added that there are some grants but they are not performing due to the risk of refinancing or moving. She further stated that they are doing whatever they can to pivot from the environment that they are presently experiencing with the high interest rates. Ms. Delahoussaye stated that they would be happy to meet with realtors or whomever to do seminars etc. in the Parish.
6. Committee member Ron Alcorn offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve to enter in a CEA with Capital Area Finance Authority for the purpose of allowing low to moderate income borrowers of Assumption Parish to participate in the Authority's program of financing homeownership for low to moderate income families." The motion was unanimously adopted.
7. Chairman Leroy Blanchard recognized the Secretary-Treasurer, who stated that the request to enter in a CEA with the Assumption Parish Council on Aging for the purpose of a continued collaboration between COA & APPJ for government mandated functions including the operation and maintenance of programs for the elderly and those disabled individuals in Assumption Parish comes from the auditor out of the last audit. She stated that out of all the years of collaboration with the COA we never had a CEA that outlined all of those services. It was recommended that we enter into a CEA and she had the ADA to assist with the draft. She added that the Council on Aging has approved the draft.
8. Committee member Jeff Naquin offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve to enter into a CEA with the Council on Aging for the purpose of a continued collaboration between COA & APPJ for government mandated functions including the operation and maintenance of programs for the elderly and those disabled individuals in Assumption Parish." The motion was unanimously adopted.
9. Chairman Leroy Blanchard recognized the Flood Plain Manager, who stated that the Police Jury had signed a CEA with South Central Planning and Development in 2017 to do all of the permits, plan reviews and inspections. He stated that we pay them a pro rata cost share with the other entities in the compliance program monthly. He stated that the rate change for Assumption Parish is from \$11,915 to \$12,984 a month. He then stated that it's lower than when the agreement was signed and added that it fluctuates every year. In response to if we don't agree with the fee, the Flood Plain Manager stated that the Parish would have to hire a plan reviewer or contract them out as not a part of the program. A brief discussion was then held regarding the permit fees, the possibility of an increase and the enforcement. Chairman Leroy Blanchard stated he would agree to table if we can see some justification from the fees we collect to see if we need to change the fees. The Secretary-Treasurer stated that she and the Flood Plain Manager will get a report of what is collected and paid for the Jury's review.

10. Committee member Myron Matherne offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve the \$12,984 monthly fee to South Central Planning and Development Commission for building permits plan review and inspections Compliance Program to be effective in January of 2024." The motion was unanimously adopted.
11. Chairman Leroy Blanchard recognized the Flood Plain Manager, who stated that the tracking equipment and software that is being used for mosquito abatement trucks just tracks the sprayer and it doesn't work most times. He then stated that they have tried a new vehicle tracking system with Acadian Security which works on all vehicles at a cost of \$19.25 a month per truck totaling \$1,300 for six (6) trucks as opposed to \$3,600 for three (3) trucks. He then recommended that the committee approve and accept Acadian Total Security. The Assistant Parish Manager stated that he put together some numbers for the GPS system because he would definitely like to participate. He stated that the Parish has about 30 vehicles in the system and he estimated the cost to be \$6,930 a year distributed through multiple funding sources. He proceeded to give detailed information and several of the benefits. He then stated that the camera system would be on the dump trucks. He stated that it took about 4-6 hrs. per vehicle for installation but they didn't get a chance to install any of them due to a busy schedule. Police Juror Jamie Ponville stated that he has the same camera and GPS system in his trucks and it's worth every dollar. He stated that the installation time is less than one hour. Committee member Jeff Naquin recommended that SCPDC be contacted because they do monitoring for all government agencies. A brief discussion was then held regarding the number of units and the cost. The Flood Plain Manager stated that the trial period for the cameras was over but he will attempt to get another trial.
12. Committee member Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve vehicle tracking on 6 mosquito trucks and 30 parish vehicles utilizing multiple funding sources." The motion was unanimously adopted.
13. The Flood Plain Manager stated that the request is for he and the Parish Manager to attend the LMCA (Louisiana Mosquito Control Association) Annual Conference for recertification. He stated that the conference is on December 5th – 7th, 2023 in Lafayette at a cost of approximately \$1500.
14. Committee member Patrick Johnson offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve \$1,500 for the Mosquito Abatement Supervisor and the Parish Manager to attend the LMCA (Louisiana Mosquito Control Association) Annual Conference on December 5-7, 2023 in Lafayette for recertification." The motion was unanimously adopted.
15. The Flood Plain Manager stated that the My Government Online Permitting Software Conference/Training is for the Permit Clerk and it's something no one has ever attended. He stated that it's on the program that they currently use that South Central Planning provides us within the fee. He added that many of the features are not used because of knowledge therefore, he would like the clerk to become familiar. Chairman Leroy Blanchard stated that this should be included in the monthly fee to SCPDC. In response, the Flood Plain Manager stated that the \$750 cost is made up of hotel, meals and registration therefore, he will request that SCPDC consider waiving the registration fee.
16. Committee member Ron Alcorn offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve the Permit Clerk to attend the My Government Online Permitting Software Conference/Training December 12th – 14th, 2023 in New Orleans at a cost of \$750 and request SCPDC to waive the registration fee." The motion was unanimously adopted.
17. Chairman Leroy Blanchard recognized the Special Programs Director, who stated that there are some clients that have difficulty sitting in the current office chairs therefore, she is requesting approval to purchase 8 new chairs that will accommodate everyone.
18. Committee member Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve \$1,800 to purchase 8 new chairs for the Federal Programs Department." The motion was unanimously adopted.
19. Chairman Leroy Blanchard recognized the Parish Manager, who stated that this is the first time the Animal Control Officer would be attending the Euthanasia class. He stated that once this class is attended and he becomes certified with the State of Louisiana, it would cost approximately \$10 - \$12 instead of \$60-\$70 to have the animals euthanized.
20. Committee member Chris Carter offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve the Animal Control Officer to attend the Euthanasia class in Alexandria on October 12, 2023 at a cost of \$800." The motion was unanimously adopted.

21. Committee member Jeff Naquin offered a motion, seconded by Mr. Chris Carter, "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

Leroy Blanchard
Finance Committee Chairman

Personnel Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, September 13, 2023
5:05 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, Mr. Leroy Blanchard.
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Michael Dias recognized the Secretary-Treasurer, who requested to ratify the hiring of the Accountant because the individual declined due to the salary. She then stated that Krissy Breaux was next in line and would be starting on Monday.
3. Committee member Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve to ratify the hiring of Accountant, Krissy Breaux, Grade 8 Step 9, \$20.87/hr." The motion was unanimously adopted.
4. Committee member Jamie Ponville offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve of end of probationary period for Shannon Gros, Animal Control Officer, effective September 5, 2023." The motion was unanimously adopted.
5. Committee member Jamie Ponville offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve the end of probationary period for Dwayne Broussard, II, Maintenance Worker, effective September 4, 2023." The motion was unanimously adopted.
6. Chairman Michael Dias recognized the Secretary-Treasurer, who stated that all Department Heads met and came together to discuss and agree upon the Employee Evaluation Form. She stated that a copy was provided for approval. Committee member Leroy Blanchard stated that his concern is that it's a predetermined raise based on the score of the employees that's shown on the form. He proceeded to say that he doesn't want the Supervisors to try and get to a certain number to get that raise. He also stated that the Jury doesn't know what the budget can stand for that year. It was stated that all raises are not guaranteed it's just a recommendation. The Secretary-Treasurer stated that the policy specifically states that the form used is for recommendation and the final decision is that of the Police Jury.
7. Committee member Leroy Blanchard offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve Section 6.14: Employee Evaluations to be added to the Personnel Manual and approve Employee Evaluation Form as presented." The motion was unanimously adopted.
8. Committee member Jamie Ponville offered a motion, seconded by Mr. Leroy Blanchard, "THAT, there being no further business to come before the Personnel Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Michael Dias
Personnel Committee Chairman

Engineering/Grants Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, September 13, 2023
5:15 O'clock p.m.

1. Committee members recorded as present were: Mr. Irving Comeaux, Chairman; Mr. Leroy Blanchard, Mr. Jeff Naquin, Mr. Ron Alcorn, Mr. Michael Dias, Mr. Patrick Johnson, Mr. Jamie Ponville.
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Irving Comeaux recognized Jacob Loeske, GIS Engineering, who presented the committee with the brochure that will be handed out in Washington DC. He stated that he wanted to mention and indicate that the Master Plan/Mitigation Plan was completed, show the projects that were inside the plan, the map and locations in the Parish, the locations of the regional pump stations the low to moderate income areas in the Parish per LWI's website tool and the Police Jurors' information. He stated that CPRA will be joining them at all of the meetings. He further stated that they are working on trying to find the funding and tracking and working with the Grants Coordinator on some of the grants.
3. Chairman Irving Comeaux recognized the Grants Coordinator, who stated that the Louisiana Watershed Initiative, Bayou St. Vincent and the Himalaya Projects have been submitted to the State for the next phase for consideration. She stated that Brusly St. Martin didn't get considered due to the higher income percentage. She stated that we received the line item appropriation for Gilbert Dupaty Park in the amount of \$600,000 and the CEA is on the agenda to be signed. The Grants Coordinator stated that she received the CEA for Capital Outlay for the Shell Beach Boat Launch but the funding source for the match is to be discussed. She stated that notification was received relative to the TAP Program that the Hwy 403 and Belle Rose Sidewalk Projects were awarded but can't move forward with the project just yet. She stated that the deadline for the forms for these projects is October 31, 2023 and we are ahead with this. She stated that the LCDBG for Public Facilities Improvements for Belle Rose Street Improvements was denied. In response to pursuing the project, President Leroy Blanchard stated that he had funds reserved in GOMESA for that project as a match for LCDBG. He then stated that the project will have to be scaled back due to the funds that are available through GOMESA. Police Juror Ron Alcorn stated that as he has been traveling the district and having conversations with residents and businesses it's always coming up about the many grants that are out there and he was able to tell them of the jewel that the Parish has that's moving forward with applying for all that is out there to receive. He then suggested that the Grants Coordinator market her work on the Parish Website so that the people of the Parish know exactly what is being done in the Parish and when an award is granted, it can be placed on the Parish Facebook page and the official journal.
4. The Grants Coordinator stated that she has the numbers for the TAP grants that were mentioned. She stated that the project budget for Belle Rose Sidewalk, which she requested, is \$878,130 and the 10% match which is coming from the Road Fund is \$97,570. In the cost estimate there were miscellaneous fees and costs which were for administrative reporting in the amount of \$88,300 and this is not a normal charge therefore, there was no funding source noted. Following a discussion regarding the \$88,300, President Leroy Blanchard stated that there is very little that the Grants Coordinator can add to her duties at this time. He agreed that the \$88,300 can also be budgeted from the Road fund. The Secretary-Treasurer requested that the Jury keep in mind that when the Road Overlay comes around again it will be less these funds. The Grants Coordinator stated that the amount requested for Hwy 403 was \$234,135 and the 10% match is \$26,015 which is also coming from the Road Fund. She stated that this project also has miscellaneous fees and costs which are for the administration reporting totaling \$23,650. This amount will also be allocated from the Road Fund.
5. Committee member Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve and authorize that they take full responsibility for the required local match for design engineering, construction engineering and inspection, managing and maintaining the project and for any legal liability incurred as a result of the project as it relates to the Highway 403 Sidewalks Project to be funded through the La. Transportation Alternatives Program in the amount of \$49,665 to be allocated from the Road Fund." The motion was adopted with Jamie Ponville voting nay.
6. Committee member Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve and authorize that they take full responsibility for the required local match for design engineering, construction engineering and inspection, managing and maintaining the project and for any legal liability incurred as a result of the project as it relates to the Belle Rose Sidewalks Project to be funded through the La. Transportation Alternatives Program in the amount of \$185,870 to be allocated from the Road Fund." The motion was adopted with Jamie Ponville voting nay.
7. A brief discussion was then held regarding if the Jury needs to advertise for administration for these two (2) grants. Following the discussion, the committee agreed to contact LA Transportation Alternatives Program for further instructions.

8. The Grants Coordinator stated that the LCDBG Public Facilities – Street Improvements grant for FY 2024 for Belle Rose was denied. She added that Louis Lane was also included but you could only submit one application. She then stated that she wasn't sure if the Jury wanted to resubmit combining both areas or were there some different streets in mind that really needed to be improved. Committee member Leroy Blanchard explained that the program was designed for roads and we were trying to get the road and drainage addressed on a section of Belle Rose Lane. He stated that if there's another road that could be submitted for the 2024 grant we can go that route and he will fund Belle Rose Lane Improvements through GOMESA. In response, the Grants Coordinator stated that they will score different and OCD will drive every road on the application and score based on low to moderate, deterioration, cracks and the way it rides. Following a brief discussion, Police Juror Chris Carter suggested that Grant Rd. towards Hwy 1005 be added to the application.
9. Committee member Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve and authorize the Grants Coordinator to apply for the LCDBG Public Facilities – Street Improvements Grant for 2024 for Louis Lane and Grant Rd." The motion was unanimously adopted.
10. Committee member Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve and authorize the President to sign the DEQ/LDH Certification form." The motion was unanimously adopted.
11. Committee member Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve and authorize the President to sign the LIA CEA for the Gilbert Dupaty Park rehabilitation." The motion was unanimously adopted.
12. Chairman Irving Comeaux recognized committee member Jamie Ponville, who stated that the Jury will have to find a funding source for the Capital Outlay Shell Beach Boat Launch 25% match. In response, the Grants Coordinator stated that there is about \$25,000 in Ward 9 recreational allowance and a shortage of \$141,667. Committee member Leroy Blanchard suggested that the Pierre Part Recreation District be contacted to participate in funding the match. A brief discussion was then held regarding the request to the District and the amount. The Secretary-Treasurer stated that we must make sure that the seller is in agreement with the appraisal. Committee member Leroy Blanchard also stated that the Recreation District should be aware of the launching fee and those fees will be remitted to them. A brief discussion was then held regarding the amount to request and another option if the District isn't in agreement. In response to the suggestion that the funds be allocated through the general fund, the Secretary-Treasurer informed the committee that the General Fund will spend \$1 million over collection this year. A brief discussion was then held regarding the funds spent at Attakapas Landing compared to what was spent at Ward 9 Park over the years. Chairman Irving Comeaux suggested that the committee allow the Recreation District to be contacted for the match.
13. Committee member Jamie Ponville offered a motion, "THAT, the committee approve allocating the 25% match for the Capital Outlay Shell Beach Boat Launch from the General Fund budget." The motion died due to a lack of a second.
14. Committee member Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve a resolution for the President to sign all documents related to the Capital Outlay Shell Beach Boat Launch CEA contingent upon the landowners selling for the appraised value and upon the availability of the match funds." The motion was unanimously adopted.
15. Committee member Michael Dias offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve and authorize to go out for RFQ's for the engineering for the Cancienne Canal Project." The motion was unanimously adopted.
16. Chairman Irving Comeaux recognized the Grants Coordinator, who stated that there was an application submitted to HMGP for the dredging of waterways throughout the Parish and it didn't get high priority therefore, she would try to submit to the LWI HGMP to try and move it up on the list. She also stated that there is no match needed. Committee member Leroy Blanchard explained that the HMGP is Hurricane Ida recovery funds and the Public Works Building Project was applied for as priority one and the Cleaning and Snagging of Canals was priority two. He stated that the Parish was informed that priority two was not going to be funded and was then made aware that LWI/HMGP had a separate pool that is being overseen by the Watershed Committee for Region 6. He then stated that they want to pull the priority two project from standard HMGP and move over to LWI Ida recovery which has \$3.5 million. He further stated that the project will be rescoped based on the funds that are made available to the Parish. The Secretary-Treasurer stated that in the past the OHSEP Director always handled the HMGP Grants therefore, she would suggest that he handle it again. She added that the Grants Coordinator has a large volume of work at this time. In response, the OHSEP Director agreed to handle the HMGP Grant application.

17. Committee member Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve and authorize the OHSEP Director to apply for the LWI/HMGP Grant." The motion was unanimously adopted.
18. Chairman Irving Comeaux recognized the Parish Engineer, who stated that during the construction of the Hwy 70 Cross Culvert Installation, the road was cut open and a significant amount of infiltration started to come in from the sides and actually underneath of the road itself. He stated that they had a meeting out there with a DOTD representative, their contractor, our contractor, the Parish Manager, Juror Jamie Ponville and himself. He then stated that at that time it was deemed most advantageous and actually required by DOTD that we change the base material to all limestones and further explained. He then stated that the additional cost would be \$22,172 and that the funds was slated to come from GOMESA non-bond funds. Committee member Leroy Blanchard suggested to the Parish Engineer that all change orders be addressed with the Police Jury as soon as they occur.
19. Committee member Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve Change Order 1 for the Hwy 70 Cross Culvert Project in the amount of \$22,172, from GOMESA non-bond, and authorize the President or Vice President to execute upon approval." The motion was unanimously adopted,
20. Chairman Irving Comeaux recognized the Grants Coordinator, who requested authorization for the President to sign the Abstract and Title Opinion contracts for the Plattenville Drainage Project subject to the ADA's approval.
21. Committee member Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve and authorize the President to sign the Abstract and Title Opinion contracts for the Plattenville Drainage Project subject to the ADA's approval." The motion was unanimously adopted.
22. Committee member Patrick Johnson offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve the Assistant Parish Manager to attend the LPESA (La. Parish & Engineers & Supervisors Association) conference on September 24-27, 2023 in Alexandria, LA at a cost of \$900." The motion was unanimously adopted.
23. Chairman Irving Comeaux recognized the Flood Plain Manager, who stated that a property owner on Elise Court is asking to have her property surveyed and divided into 3 lots to sell to extended family members (great niece and nephews). He stated that these family members are not included in the specified list of family members within the ordinance.
24. Committee member Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve a variance for Lot 1 of Tract #2 on Elise Court to be divided into 3 lots and sold to an extended family member." The motion was unanimously adopted.
25. Committee member Michael Dias offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee enter into executive session to discuss the Parish Engineer and outstanding matters." The motion was unanimously adopted.
26. Committee member Leroy Blanchard offered a motion, seconded by Michael Dias, "THAT, the committee approve to resume regular session." The motion was unanimously adopted.
27. Chairman Irving Comeaux stated that the committee entered into executive session to discuss the Parish Engineer and outstanding matters but no actions were taken.
28. Chairman Irving Comeaux recognized committee member Jamie Ponville, who suggested that the committee revisit the hiring of an inhouse engineer to see if this would save the parish money. He stated that the Secretary-Treasurer has reached out to other parishes and there's a few different options that the Parish can choose from. She stated that most of the structure of the engineering departments have a lot more funds for a full engineering department. She then stated that what she found out in talking to some of the parishes is that some have engineers on retainer and some don't even have an engineer. She also stated that some parishes hire an engineer when the grants have funding included. She then stated that some parishes have a Parish Manager that is also an engineer therefore, the Public Works Department carries a dual role. Some parishes have an inhouse engineer with a salary range from \$100,000 - \$115,000 a year based on years of service. The Secretary-Treasurer stated that this would be a decision as to which way the Jury would decide to go. Committee member Jamie Ponville stated that with the number of projects that the Parish current has, we can definitely go with an inhouse engineer and save the Parish some money. In response, he stated that he has not come up with any numbers for this meeting. The Secretary-Treasurer stated that the conversation with some of the other parishes was that you can't have a stand alone engineer, you must provide a staff which is another avenue that needs to be considered. She added that the going rate of an engineer is \$130 an hr. A brief discussion was held regarding what the parish currently pays the engineer as well as the 9% amount that is added for projects, the cost for staff, a draftsman, etc. Following the discussion, the Secretary-Treasurer stated that the request for an updated contract is definitely needed by January 1, 2024. She added that if it's the wishes of the Jury to stay with the

existing engineer and negotiate and renew or open up the market to receive qualifications from additional engineers but we can't continue as we have been.

29. Chairman Irving Comeaux recognized the Parish Engineer, who stated that the contractor has been working diligently on the Attakapas Landing Project. He stated that the restrooms are nearing completion and most of the inspections have passed by SCPDC. He stated that they have put in the insulation and installed the air exhaust fans to the restrooms. He then stated that additional limestones has been hauled to the site, the ADA walkway has been poured and two additional lite poles have been brought in. He also stated that the roofers have been scheduled to begin work.
30. Chairman Irving Comeaux recognized Attorney Dwight Poirrier, who stated that the issues associated with Attakapas Landing have been discussed with the Attorney, the contractor and the Engineer working towards a conditional acceptance. He then stated that they are in the process of preparing an agreement to conditionally accept the landing which is close to completion. He added that there are some issues out there and they are not certain which issues fall on which side. Negotiation with the other side is to do a conditional acceptance where a 3rd party engineer will be hired, which initially will be at the cost of the Police Jury, to assess the site, present recommendations of findings, if any, who's responsible and then the contract can be finalized and move toward complete acceptance of the project. He further stated that at this point they will be asking that the Police Jury approve the conditional acceptance contingent upon the agreement being reached and signed by both the engineer's representative and the contractor's representative. In response, Mr. Poirrier stated that full reservation of rights will be included. He stated that all parties will reserve all rights in the agreement so that this facility can be available for the taxpayers use and protection will be for the Jury and its interest. He also stated that the launch will be safe and useable and we will reserve our rights to figure out the remaining issues that need to be addressed as well as the financial responsibility for those issues including the financial responsibility for the engineer. Mr. Poirrier stated that he could not speak to the insurance company but he was informed that the insurance carrier has been notified.
31. Committee member Jeff Naquin offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve the acceptance of a 3rd party engineer." The motion was unanimously adopted
32. Committee member Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve to open the Attakapas Boat Landing as soon as the conditional acceptance is executed." The motion was unanimously adopted.
33. Chairman Irving Comeaux recognized the Parish Engineer, who stated that there is no update on the Jolimar St. Project. He stated that he understands that the RFQ's are out for the post engineering construction services. He stated that once that goes through and the Jury is satisfied the project will be let out for bid. Committee member Leroy Blanchard stated that the Parish is still waiting on the amended contract for the Jolimar St. Project. In response, the Parish Engineer stated that he also requested that he be informed as to which projects the Parish wanted him to move forward with under the amendment. He stated that this particular contract is being removed regardless because it's currently out for RFQ's. He then stated that the amendment being discussed is not specific to this contract. Committee member Leroy Blanchard stated that the list will be submitted on tomorrow.
34. The Parish Engineer stated that he spoke with DNR this past week relative to Gerald St. Levee Project and they requested some amendments be done to the HMIA study. He stated that his office is working on the amendments and should have them completed by Tuesday of next week. It will be re-uploaded to DNR and all of their questions should be answered. He stated that he will meet with GIS as they were brought in to do that but he spoke with a representative of the Corp of Engineers who will be out here sometimes next week so they will push to have it done for that time. They will also be looking at the ring levee sites at that time.
35. The Parish Engineer stated that he submitted the HMIA study to DNR relative to the Ring Levees in Piere Part/Belle River as well as the Corp of Engineers. He stated that he had conversations with both DNR and the Corp this week and they deemed the application complete. He then stated that at this time he is waiting on them to respond with either an approved permit or a draft permit.
36. Chairman Irving Comeaux recognized committee member Ron Alcorn, who stated that there is no update on the fire Hydrants.
37. Chairman Irving Comeaux recognized the Parish Engineer, who stated that he spoke with the contractor for the Lee Drive Project and was informed that his testing lab got pushed back one week. He stated that over the previous month he did some infrared testing and smoothed some areas. However, he stated that they went out there and coordinated where the testing sites are going to go and the testing lab should be out there the middle of the upcoming week and they will have someone on site to complete those test. Once that's done and the tests are confirmed, if any repairs or adjustments need to be made, they will have a plan of action for that. He further stated the final stripping will go in once accepted. Committee member Jamie Ponville stated that

for the past month there has not been any work done on Lee Drive. The Parish Engineer agreed that very little work has been done on that street.

38. The Parish Engineer stated that the Ag Center Roof plans were finalized and delivered to the Assistant Parish Manager. He stated that they have an advertisement and bid date of October 31, 2023.
39. Police Juror Myron Matherne requested that Shell Beach Boat Landing be discussed in the regular meeting.
40. Committee member Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "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, September 13, 2023
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Leroy Blanchard 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. Patrick Johnson, Ward 4; Mr. Michael Dias, Ward 5; Mr. Chris Carter, Ward 6; Mr. Leroy Blanchard, Ward 7. Mr. Jamie Ponville, Ward 8; Mr. Myron Matherne, Ward 9.
3. President Leroy Blanchard led the Prayer and Police Juror Jeff Naquin led the Pledge of Allegiance to the Flag.
4. President Leroy Blanchard recognized the Secretary-Treasurer, who stated that she received one (1) complaint and forwarded it to the Assessor's Office. She then allowed the Assessor's Chief Deputy to speak. She stated that the complaint came in from Helmerich & Payne Offshore, LLC wanting to claim exempt status on machinery and equipment held at Tuboscope. She stated that they contacted their attorney and he advised that the tax exemption is not eligible and doesn't apply. She briefly read more of what the attorney explained and requested that the Police Jury vote with the Assessor.
5. Police Juror Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve to rule in favor of the Assessor's Office for the 2023 Tax Roll." The motion was unanimously adopted. (resolution attached)
6. Police Juror Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the minutes of August 9, 2023." The motion was unanimously adopted.
7. President Leroy Blanchard requested comments, questions or concerns regarding any item on the agenda. Following three (3) calls, there were no comments received.
8. President Leroy Blanchard recognized Attorney Veronica "Vicky" Jones, candidate for Judge for the 23rd Judicial District Court, Division E which covers Ascension, Assumption and St. James Parishes. She gave a brief history of her educational background in law as well as her tenure as a Parish attorney for 17 years while maintaining her private practice. Ms. Jones explained the uniqueness of the Division E Judge and stated that her 31 years of experience in the practice of each of those areas makes her most qualified for the position. She added that she has heard and argued cases in State, District, Federal and Supreme Courts. She further stated the principles of (faith, family, fairness) are what she plans to take with her to the bench. Ms. Jones thanked the Police Jury for their time and consideration and requested their support.
9. President Leroy Blanchard recognized Drainage Committee Chairman Jamie Ponville, who stated that the committee met and recommended the following matters: to rescind the allocation of \$2,700 from project #92889 and reallocate the funds from project #92980, \$810 for 2921 Hwy 1 Culvert Replacement Project, \$4,605 for 140 Michael St. Culvert Replacement Project, \$6,620 for 123 Michael St. Culvert Replacement Project, \$1,500 for Millien St. Outfall Sweeping Project, \$2,510 111 Oak St. Culvert Replacement Project, \$6,000 for 2911 Lee Dr. Gate Valve purchase with balance from Ward 5 drainage, accept the low bid of \$32,966 ea. for the purchase of (2) 6" diesel pumps funded through GOMESA non-bond and discussed the drainage projects in the parish.
10. Police Juror Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted.
11. President Leroy Blanchard stated that the Finance Committee met and recommended the following matters: payment of the bills submitted through September 7, 2023, a \$5 per launch per day rate for Attakapas Landing Boat Launch and a \$65 yearly rate for Assumption Parish residents only, to enter in a CEA with Capital Area Finance Authority for the purpose of allowing low to moderate income borrowers of Assumption Parish to participate in the Authority's program of financing homeownership, to enter into a CEA with the Assumption Parish Council on Aging for the purpose of a continued collaboration between COA & APPJ for government mandated functions including the operation and maintenance of programs for the elderly and those disabled individuals in Assumption Parish, \$12,984 monthly fee to South Central Planning and Development Commission for building permits plan review and inspections Compliance Program, vehicle tracking on 6 mosquito trucks and 30 parish vehicles utilizing multiple funding sources, approve \$1,500 for the Mosquito Abatement Supervisor and the Parish Manager to attend the LMCA (Louisiana Mosquito Control Association) Annual Conference on December 5-7, 2023 in

Lafayette for recertification, the Permit Clerk to attend the My Government Online Permitting Software Conference/Training December 12th – 14th, 2023 in New Orleans at a cost of \$750 and request SCPDC to waive the registration fee, \$1,800 to purchase 8 new chairs for the Federal Programs Department and the Animal Control Officer to attend the Euthanasia class in Alexandria on October 12 2023 at a cost of \$800.

12. Police Juror Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted. (resolutions attached)
13. President Leroy Blanchard recognized Personnel Committee Chairman Michael Dias, who stated that the committee met and recommended the following matters; to ratify the hiring of Accountant, Krissy Breaux, Grade 8 Step 9, \$20.87/ per hr., end of probationary period for Shannon Gros, Animal Control Officer, effective September 5, 2023, end of probationary period for Dwayne Broussard, II, Maintenance Worker, effective September 4, 2023 and Section 6.14: Employee Evaluations to be added to the Personnel Manual and approve Employee Evaluation Form as presented.
14. Police Juror Michael Dias offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve the Personnel Committee report as presented." The motion was unanimously adopted. (resolutions attached)
15. President Leroy Blanchard 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 from GIS Engineering, an update from the Grants Coordinator, a resolution and match for LA Transportation Alternatives Program (TAP) for Highway 403 Sidewalks stating that the Assumption Parish Police Jury will assume full responsibility for the required local match; for design engineering, if applicable; for construction engineering and inspection (CE&I), if applicable; for managing and maintaining the project; and for any legal liability incurred as a result of the project in the amount of \$49,665 to be allocated from the Road Fund, a resolution and match for LA Transportation Alternatives Program (TAP) for Belle Rose Sidewalks stating that the Assumption Parish Police Jury will assume full responsibility for the required local match; for design engineering, if applicable; for construction engineering and inspection (CE&I), if applicable; for managing and maintaining the project; and for any legal liability incurred as a result of the project in the amount of \$185,870 to be allocated from the Road Fund, the Grants Coordinator to apply for LCDBG Public Facilities – Street Improvements grant for FY 2024 for Louis Lane and Grant Rd., the President to sign DEQ/LDH Certification form, the President to sign LIA CEA for Gilbert Dupaty Park rehabilitation, adopted resolution for the President to sign any and all documents as it relates to the Capital Outlay Shell Beach Boat Launch CEA contingent upon the 25% match from the Recreation District, grant authorization to go out for RFQ for engineering for the Cancienne Canal project, authorized the OHSEP Director to apply for LWI HMGP Grant, Change Order No. 1 for the LA. Hwy. 70 Cross Culvert Project in the amount of \$22,172 and authorized the President or the Vice President to execute upon approval, authorized the President to sign the Abstract and Title Opinion contracts for Plattenville Drainage Project, the Asst. Par. Manager to attend the LPESA (La. Parish & Engineers & Supervisors Association) Conference September 24-27, 2023 in Alexandria, LA at a cost of \$900, a variance for Lot 1 of Tract #2 on Elise Court to be divided into 3 lots and sold to extended family members, received an update on the Parish Engineer and outstanding matters, revisited the hiring of an inhouse engineer and no actions were taken, received an update on the Attakapas Landing Project and approved the acceptance of a 3rd party and to open the launch as soon as all of the necessary documents are signed, received an update on Jolimar St. Drainage Project, Gerald St. Levee Project, Ring Levees in Pierre Part/Belle River, Fire Hydrants Replacement Project, Lee Drive Project, Ag Center Roofing Project and Shell Beach Boat Landing Project.
16. Police Juror Irving Comeaux offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Juror approve the Engineering/Grants Committee report as presented." The motion was unanimously adopted. (resolutions attached)
17. President Leroy Blanchard recognized Police Juror Myron Matherne, who suggested that the \$141,000 for the Shell Beach Boat Launch be allocated from the General Fund. He stated that the funds will be collected very quickly therefore, the General Fund would be reimbursed quickly. In response, he stated that the construction will come after the purchase of the property.
18. Police Juror Myron Matherne offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve allocating \$141,000 from the General Fund for the Shell Beach Boat Launch."
19. Police Juror Jeff Naquin offered a countermotion, "THAT, the Veterans Park Recreation allocate the \$141,000 for the Shell Beach Boat Launch."
20. In response, both Jurors Myron Matherne and Jamie Ponville informed the Jury that the Recreation District is not interested in putting up the monet. Chairman Irving Comeaux stated that this launch benefits the Parish of Assumption and suggested that each Juror look at their

Recreation Funds and if they can, consider allocating funds to assist with the Shell Beach Boat Launch. He also stated that once the collections begin, those Jurors that would need their allocation back, it can be reimbursed from the collection. Police Juror Jamie Ponville stated that they need to move quick on this purchase and need to find funding to do so.

21. President Leroy Blanchard requested a vote on the original motion to allocate the matching funds for Shell Beach Boat Launch from the General Fund:

THERE WAS RECORDED;

Yeas: Jamie Ponville, Myron Matherne

Nays: Ron Alcorn, Jeff Naquin, Irving Comeaux, Patrick Johnson, Michael Dias, Chris Carter, Leroy Blanchard

Absent: 0

The President declared the motion failed and suggested that a funding plan be presented at the next meeting.

22. President Leroy Blanchard recognized Police Juror Jeff Naquin, who stated that South Central Planning is winding down the Water Meter Reconciliation Study. He stated that once completed, he requested that each Juror receives a copy to review so when they present it the Jury would be familiar with the findings. President Leroy Blanchard stated that South Central Planning identified about 1,400 anomalies in their study and they are investigating each one so that they can let the Jury know exactly which meters are in question and needs action. He then stated that in the past studies the Jury can expect ½ of this number to be identified.
23. President Leroy Blanchard stated that a variance was approved earlier and the buyer was a grand niece or nephew of the property owner. He stated that the proposed amendment to Land Development Regulations is to update the list of family members (or any direct decedents thereof) for sale of land and to call a public hearing. The ADA requested that approval be granted contingent upon him inserting some language similar to how it was described. He also stated that if it's voted on prior to advertisement and the public hearing he'll have the language inserted for everyone's review.
24. Police Juror Myron Matherne offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve calling for a public hearing for the introduction of Ordinance 23-09 amending the Land Development Regulations to update the list of family members for sale of land." The motion was unanimously adopted.
25. Police Juror Jeff Naquin offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve the Annual Certification of Compliance with Off Bridge System Replacement Program and authorize the President to sign." The motion was unanimously adopted. (resolution attached)
26. Police Juror Jeff Naquin offered a motion, seconded by Mr. Irving Comeaux, "THAT, the Police Jury approve adoption of Ordinance 23-10 to levy derelict structure charges totaling \$10,614.50." The motion was unanimously adopted. (ordinance attached)
27. Police Juror Jeff Naquin offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve an occupational license for RLC Ministries LLC, E & B Boat Rentals LLC and Templet Market & Grocery LLC (ownership, name change)." The motion was unanimously adopted.
28. President Leroy Blanchard recognized Police Juror Chris Carter, who stated that he has received several complaints regarding the road condition along Hwy 1 in the Ward 6 area where the road is coming apart. He stated that the Parish Manager and DOTD inspected the complaints and since then DOTD has shaved some of the areas and it's better. He further stated that it's time for the entire area from Post Office Street to the hospital bridge to be repaved. President Leroy Blanchard stated that he spoke with Mr. Aaron Elisar with DOTD and he said if it's the wishes of this Jury to move the road into priority then he can move it into a priority funding. He then stated that Mr. Elisar's request is that the Jury consider where they stopped between Napoleonville and Labadieville and their latest resurfacing and continue North from there to the Parish line. Police Juror Patrick Johnson stated that there is a bad spot at 3555 Hwy 1 and Police Juror Irving Comeaux stated the Hwy 398 is breaking up really bad with spots that are really deep. President Leroy Blanchard stated that Hwy 398 is on the approved list and waiting for funding. Police Juror Ron Alcorn requested that a resolution be sent to the State Delegation and DOTD regarding the request and wishes of the Jury to move the request to repave Hwy 1 from Labadieville to the Parish line into priority.
29. Police Juror Chris Carter offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve a resolution to DOTD with a copy to the State Legislative Delegation requesting that LA 1 from Labadieville to the Parish line be considered and moved into priority for repaving." The motion was unanimously adopted. (resolution attached)

30. Police Juror Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, there is 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

Leroy Blanchard
President