

Drainage Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, October 12, 2022
4:55 O'clock p.m.

1. Committee members recorded as present were: Mr. Jamie Ponville, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Leroy Blanchard, Mr. Myron Matherne, Mr. Patrick Johnson. Other Police Jurors recorded as present were: Mr. Ron Alcorn, Mr. Michael Dias.
2. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve \$8,900 for 727 Brule Rd. Culvert Replacement Project." The motion was unanimously adopted.
3. Committee member Leroy Blanchard offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$4,000 for 2-week Excavator Rental for Lower Texas Levee Project." The motion was unanimously adopted.
4. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve \$1,850 for 218 Virginia St. Culvert Replacement Project." The motion was unanimously adopted.
5. Committee member Leroy Blanchard offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$6,500 for Bruly Maurin Community Outfall Sweeping Project." The motion was unanimously adopted.
6. Committee member Leroy Blanchard offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$1,170, allocated from Ward 7 drainage fund, for 542 Bayou Drive Culvert Replacement Project." The motion was unanimously adopted.
7. Chairman Jamie Ponville recognized the Parish Manager, who stated that Juror Myron Matherne is requesting that funds be allocated from budgeted projects to cover the cost of 146 James St. and 141 Agnes St. Projects. In response, Police Juror Myron Matherne stated that both projects total \$7,970 and he would like to pull (7) projects that have been budgeted and won't be done to cover this cost. He stated that the funds will be budgeted from project #'s 92455, 92466, 92506, 92722, 92780, 92781 and \$4,340 from project #92980. He requested that the projects the funds are being allocated from be cancelled.
8. Committee member Myron Matherne offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$6,900 for James St. Culvert Replacement Project." The motion was unanimously adopted.
9. Committee member Myron Matherne offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$1,070 for 141 Agnes St. Culvert Replacement Project." The motion was unanimously adopted.
10. Committee member Chris Carter offered a motion, seconded by Mr. Irving Comeaux, "THAT, there being no further business to come before the Drainage Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Jamie Ponville
Drainage Committee Chairman

Finance Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, October 12, 2022
5:10 O'clock p.m.

1. Committee members recorded as present were: Mr. Patrick Johnson, Chairman; Mr. Ron Alcorn, Mr. Irving Comeaux, Mr. Michael Dias, Mr. Chris Carter, Mr. Myron Matherne.
Committee member recorded as absent was: Mr. Jeff Naquin.
Other Police Jurors recorded as present were: Mr. Leroy Blanchard, Mr. Jamie Ponville.
2. Committee member Michael Dias offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve payment of the list of bills submitted through October 7, 2022." The motion was unanimously adopted.
3. Chairman Patrick Johnson recognized committee member Chris Carter, who stated that the revision to La. Revised Statute 33:1233 states that the Police Jury compensation relative to electronics/technology has increased from \$200 to \$400 monthly. He stated that it allows for a 50% allotment for phone bills, internet, etc. with monthly proof and recommends adoption. He stated that the Jury can opt in or out. In response, Chairman Patrick Johnson stated that he shared this information with the Jury at the region meeting in Addis but at that time it was a \$200 allotment for cell phone, computer, fax, internet, etc. He stated that this is established by the Police Jury Association. The Secretary-Treasurer stated that it's on a reimbursement basis therefore, documentation is needed for approval by the Police Jury on a percentage basis. She also stated that a public hearing has to be held and that this is a general fund expenditure. She further read the actual statute as it appeared.
4. Committee member Chris Carter offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approves holding a public hearing relative to La. Revised Statute relative to Police Jury compensation." The motion was unanimously adopted.
5. Committee member Chris Carter offered a motion, seconded by Ron Alcorn, "THAT, the committee approve the President to sign FY 2022 Emergency Management Performance Grant in the amount of \$40,561.40." The motion was unanimously adopted.
6. Chairman Patrick Johnson recognized the Parish Manager, who presented the committee with a list of bidders for the old unusable vehicles and equipment. He stated that he received bids and all but 2 were above the required amount. He recommended approval to accept the highest bids.
7. Committee member Michael Dias offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve and accept the highest bidders for the old unusable vehicles and equipment." The motion was unanimously adopted.
8. Committee member Ron Alcorn offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve and authorize the President to sign the 2nd amendment for Low Income Home Energy Assistance Program (LIHEAP) Agreement in the amount of \$12,309.00, 10/1/21-9/30/23." The motion was unanimously adopted.
9. Committee member Ron Alcorn offered a motion, seconded by Mr. Myron Matherne, "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

Patrick Johnson
Finance Committee Chairman

Personnel Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, October 12, 2022
5:10 O'clock p.m.

1. Committee members recorded as present were: Mr. Chris Carter, Chairman; Mr. Irving Comeaux, Mr. Ron Alcorn, Mr. Michael Dias, Mr. Leroy Blanchard, Mr. Jamie Ponville, Mr. Patrick Johnson. Other Police Juror recorded as present was: Mr. Myron Matherne.
2. Chairman Chris Carter recognized the Parish Manager, who stated that Kenneth Washington has successfully completed his probationary period effective October 6, 2022.
3. Committee member Michael Dias offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve the successful completion of probation for Kenneth Washington effective October 6, 2022." The motion was unanimously adopted.
4. Chairman Chris Carter recognized the Secretary-Treasurer, who stated that the Police Jury spoke about the employee evaluations for 2023 a while back and the Parish Manager is requesting some clarification as to how to proceed. She stated that the Jury agreed on a merit-based system and at that time an evaluation was to be done so that employees were aware. She then stated that follow up evaluations are due to be done and the supervisors are looking for direction. Chairman Chris Carter stated that promotions were done during the year and the merit system wasn't used therefore, he suggest that this system commence in January 2023. In response, he stated that the cost of living increase is totally different. He also stated that if a raise is being requested, the supervisor should have an evaluation attached for the Jury's review. A discussion was then held regarding the evaluations, merit system and mid-year salary increase. In response, the Secretary-Treasurer stated that the reason for this discussion is so that a percentage can be included in the budget. A brief discussion was then held on how to proceed and what to include in the budget. The Committee agreed to include a 6% salary increase in the budget. They also agreed to have the evaluations completed by November 30, 2022 and to utilize the standard form that is included in the Policy Manual.
5. Committee member Ron Alcorn offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve all evaluations completed by December 1, 2022, merit evaluations to go into effect on January 1, 2023 and 6% be put into the 2023 budget for increases." The motion was unanimously adopted.
6. Chairman Chris Carter recognized committee Jamie Ponville, who stated that at the Employee Luncheon we spoke about a Christmas party and he would like to move forward with putting it together. He suggested that the Police Jury and Staff along with their significant other be in attendance. Chairman Chris Carter stated that he spoke with the Event Coordinator to see what dates were available. He stated that she has December 9, 2022 and December 17, 2022 available. The committee agreed on December 9, 2022 from 7 p.m. – 11 p.m. at the Assumption Parish Community Center.
7. Committee member Michael Dias 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

Chris Carter
Personnel Committee Chairman

Engineering/Grants Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, September 28, 2022
5:30 O clock p.m.

1. Committee members recorded as present were: Mr. Irving Comeaux, Chairman; Mr. Leroy Blanchard, Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Michael Dias, Mr. Jamie Ponville, Mr. Patrick Johnson.
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Irving Comeaux recognized the Parish Engineer, who proceeded with the Engineers report.
 - Attakapas Landing – The contracts are signed and a Notice to Proceed was discussed and the material submittal process has begun. The main piles are on order and the project is moving forward.
 - Napoleonville Linear Park – The Project is completed.
 - Bayou Drive Bridge Repairs – Construction has been completed. The bridge will require a new rating per LADOTD and we have contacted them for the rating.
 - Assumption Parish Road Program - The 2021 program punch list items are being completed. A meeting with each Juror will be set to discuss any incomplete work. He and Juror Alcorn met with the contractor to discuss punch list and warranty work and work is being scheduled. We have begun compiling the list of streets and are working on updating the specifications for the 2023 Road Program.
 - Assumption Parish Sewer Generators – The project is complete and the final cost summary has been prepared.
 - Public Works Office Building – A proposal and estimate have been prepared and have been submitted for Capital Outlay. A cost estimate and scope was updated and provided to the Grants Coordinator.
 - Oak Lane Levee and Pump System – The cost for the pumps are being obtained by the Public Works office and the contract was awarded to Landry Construction Service, LLC in the amount of \$68,036.90. Construction is underway and we are waiting for Entergy to install service in order to complete the work.
 - LA-70 Emergency Pump and Ring Levee – The permits with LADNR and the Corp of Engineers have been applied for and federal funding is being sought by GIS Engineers, LLC. A 30 day notice was placed by LADNR in September and the latest update from the Office of Coastal Management was forwarded on October 12, 2022. The project completion date is January 2023.
 - 2021 Assumption Parish Fire Hydrant Installation & Rehabilitation – The plans, specifications and bid documents have been completed. Bids were received on November 8, 2021 and the contract has been awarded to Byron E Talbot Contractors, Inc. They are currently working with the contractor and the local fire departments to reprioritize the hydrant needs to fit the current budget. Approximately half of the 75 hydrants ordered have arrived and are stored on Ezekiel St. Projection completion date is January 2023.
 - Parishwide Sewer Upgrades - Additional grant funding is being applied for under the Louisiana Watershed Initiative Project. The Scope and estimates are completed and a Water Sector grant has been applied for to complete the work. They are working with the Public Works Department to identify the sections of critical needs and coordinate a priority for repairs. The projected completion date is December 2023.
 - Plattenville Drainage Improvements – Preliminary engineering funds have been allocated by the State and the engineering contracts are executed and preliminary design is complete. He received contract approval from the State, design is underway and preliminary survey is complete. The projected completion date is December 2023.
 - Lake Verret Drainage Slough Restoration (Lake Road) – The Permit has been obtained and a cost for survey was submitted by GIS Engineers and approved. They are waiting the completed survey.
 - Water Infrastructure Grant Application with GIS – The first application has been submitted and denied funding in the current cycle and will need to be resubmitted. A 2nd application for sewer improvement funding was submitted.
 - Lee Drive/Bayou Drive Repaving – State funding has been awarded and a kick-off meeting was held on July 29, 2022. The design and survey is complete and we are waiting for approval from

the State for engineering contracts. The plans will be submitted to the State for approval when requested by the Division of Administration. The projected completion date is estimated for January 2023.

- GOMESA \$1.5 Million Funded Drainage Project – The following project identification and scoping is in progress on the following projects;

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- Bertrandville Outfall Clearing – A canal is being identified and will need a survey to estimate the cost of the project. The survey, plans and specifications are completed awaiting the Police Jury approval.
- Marais Area Drainage Improvements – Pump replacement for Lower Texas has been recommended for purchase by the Parish and we are coordinating with Public Works on the cost for installation. The remaining improvements and levee construction are awaiting approval to proceed per GOMESA guidelines.
- Oak Lane Levee Project - See item listed above.
- Bayou St. Vincent Cleaning and Bridge Replacements – the project is part of GIS Engineer's plan for submission to the Federal Government for funding.
- Lake Road Slough Opening – See item listed above.
- Louis Lane Drainage Improvements – The project has been identified and a cost estimate is being prepared. Awaiting approval to proceed under GOMESA.
- Ward 9 Street Drainage Improvements – The Project and scope are underway and federal funding is being sought by GIS Engineering.
- LA-70 Pump and Ring Levee System – See item listed above.
- Lower Texas Drainage Improvements – See item listed above.
- Parishwide Street Drainage Improvements – Maps are currently being generated to identify all major canals and tributaries.
- Two (2) Drainage Pumps for Bayou L'Ourse – Pumps have been ordered by Public Works.
- Belle Rose Lane Drainage Improvements – Project has been submitted under LCDBG as well as GOMESA if required. The project design is nearly complete and currently awaiting approval to proceed. The projected completed date is December 2023.

The Secretary-Treasurer requested that the Grants Coordinator follow up with Mr. Jim Ryan on the information that was sent. Committee member Ron Alcorn stated that all of the projects were approved under the \$1.5 GOMESA allocation and there are 3-4 projects in the group that are in the group for federal funding. He asked if those projects would remain there or just apply for Federal funding. In response, the Parish Engineer suggested not to remove and to leave in both funding cycles until the funds are in hand because you may need another pool of funds to supplement the cost. Committee member Leroy Blanchard stated that the Jury should look at getting the engineering and design done so that the projects can be shovel ready to proceed.

3. Chairman Irving Comeaux recognized Jacob Loeske, GIS Engineering, who proceeded to update the committee on the progress that has occurred; performed a site visit to levee projects in Wards 7, 8 and 9 levees, continued drafting and modeling narrative for completion of report. Internal review of preliminary report is underway. A discussion was held with NRCS, Upper Delta Board, and Port of Morgan City who are in favor of the Amelia Levee Project and the participation in the design support program for the Cancienne Canal Project. He stated that he submitted a resolution and request to CPRA for Amelia Levee Project and the Belle River Pump Station Project to be added to the 2023 Coastal Master Plan. He called for Bren Haase (CPRA) and Paul Sawyer (Congressman Grave's Chief of Staff) to discuss scheduling a meeting with the USACE to discuss the Amelia Levee Project. He also called for Mark Wingate (Deputy District Engineer for Programs and Project Management) to schedule a meeting with the USACE to discuss the Amelia Levee Project and the Mississippi River and Tributaries (MR&T) study. Mr. Loeske stated that the next steps would be to complete and submit the Drainage and Flood Mitigation Master Plan to Assumption Parish Police Jury and schedule meetings with USACE, Congressman Grave's Administration and CPRA. He then stated that they will begin meetings with the delegation to educate them of the master plan projects and support of LMI applications, Capital Outlay request and Statewide Flood Control Program. He will assist with Capital Outlay request related to the drainage projects identified which is due November 1, 2022. Also, to attend Counsel on Watershed Management (LWI) meeting on Monday, October 24, 2022 at 2 p.m. Mr. Loeske stated that there will be meetings scheduled with delegation, USACE, CPRA and the

Police Jury representatives and funding will be on a 1st availability basis. He also stated that the discussion associated with the (MR&T) Study are necessary to steer the funding source direction.

4. Chairman Irving Comeaux recognized the OHSEP Director, who presented the committee with a copy of a MOU between the Police Jury and Terrebonne Parish Council Government on the use of the APCC in the event of an evacuation of Terrebonne Parish. He read a response received from Ms. Jessica LaCoste, DCFS, regarding the MOU with Terrebonne Parish. He also added that the use of the center would be for those individuals that are in the temporary trailers due to Hurricane Ida. He then recognized Mr. Earl Use Director of Homeland Security/Emergency Preparedness of Terrebonne Parish, who stated that there are about 3,000 people in temporary trailers which may equate to 9,000 people and the question was how do we shelter this amount. He stated that they needed to look outside the parish to assist with the overflow of housing for a category 1 or 2 and tropical storm and for about 24-36 hrs. He stated that the agreement states they will pay for all cost of all personnel, rental fee and clean up. He also stated that in the event that NSU is not available and the center is needed for the special needs shelter they are communicating with LDH and DCFS to share the space. He expressed his appreciation and hoped to get some concurrence on the MOU. In response, Mr. Use stated that they would pay the Assumption Parish Sheriff's Office for security service and draft a separate MOU with them. A brief discussion was then held regarding the rental fee, etc. being included in the MOU before agreeing. The Secretary-Treasurer mentioned the event scheduling that may be on the books at the time of need by Terrebonne Parish. The ADA stated that he has no issues with the MOU request it's more about housekeeping and the roll of the Director of the Center since she handles the booking. He got clarifications on the rental fee and payment being at time of rental not after reimbursement. In response, Mr. Use stated that Assumption Parish workers will not be expected to work the facility. Police Juror Chris Carter suggested that the Jury review the rental contract regarding reimbursement if the Parish has an emergency not other parishes. The committee agreed to table the matter to get a more concrete agreement. Mr. Use also requested the Police Jury consider a MOU with Terrebonne Parish as to where Assumption Parish would need to send their people to Terrebonne if the Parish would sustain major damages.
5. Chairman Irving Comeaux recognized the Permit Director, who stated that the request for subdivision of property along Massey Lane is in order and a letter from the Fire Chief has been received. Therefore, he is requesting no objection for the preliminary approval.
6. Committee member Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve and grant preliminary approval for the subdivision of property along Massey Lane in Belle Rose." The motion was unanimously adopted.
7. Chairman Irving Comeaux recognized the OHSEP Director, who stated that he is trying to set up a meeting with the people that handles the grants for GOHSEP to meet with the Jury. He stated that the meeting would include matters of the grant, loans, expediting of pay, etc. and how to handle the process. He suggested that the Grant Coordinator be invited as well. In response, the OHSEP Director stated that he received some tentative dates and will forward them to the Jury to decide which would be best. After a brief discussion, the committee agreed that it would be best held on a meeting day prior to the 1st committee meeting. In response, the Grants Coordinator stated that he had no further information on the grants that was mentioned to him by committee member Leroy Blanchard. He did report that he had been meeting with the Parish Manager relative to assistance with the Capital Outlay Projects, collecting information on the grants for the Gilbert Dupaty Memorial Park upgrades and have met with Mr. Brian Nunez, DOTD. In response, he stated that he is complete with the Public Works Bldg application but he still needs to meet with the Parish Engineer for the Bayou Crab and Belle Rose Lane Projects and stated that everything will be ready for November 1, 2022. The OHSEP Director informed the committee that there is a 3rd party company that does training on grants. He stated that they sell their various seats to people, they market the date and place and if we provide them with a location they will give the Parish free seats to attend the training. In regards to the hazardous mitigation funding received from Hurricane Ida, the Secretary-Treasurer stated that the funding is not received in advance therefore, the funds would have to be fronted which dictates the kind of project that is in line with the program that the OHSEP Director is speaking of. The OHSEP Director stated that after such an event he would like to meet and come up with some objectives and assign an action person to work those items.
8. Chairman Irving Comeaux stated that he spoke with the Parish Engineer about 1 year ago about the lighting at the Bayou L'Ourse Walking Trail and 6 months ago about the Corp of Engineers permit for the Bayou L'Ourse Boat Launch. Due to his heavy work load, he has not moved forward with this matter therefore, he is requesting authorization to hire an engineer to do the work for both projects and allocate the cost from Ward 3 Recreation.
9. Committee member Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve to advertise and hire an engineer to obtain a permit for lighting at the Bayou L'Ourse Walking Trail and a Corp of Engineers permit for the Bayou L'Ourse Boat Launch." The motion was unanimously adopted.

10. Police Juror Chris Carter requested authorization to go out for bid for the Bertrandville Drainage Canal Project. A brief discussion was then held regarding how to bid the project, the engineering fee and if RFQ's were needed. It was noted that Federal guidelines need to be followed.
11. Committee member Ron Alcorn offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve to go out for bid for the Bertrandville Drainage Canal Project." The motion was unanimously adopted.
12. Chairman Irving Comeaux recognized committee member Jamie Ponville, who provided a map of Shell Beach Road Boat Launch and stated that the property owners are in agreement to lease the boat launch and property across the street for \$400 a month for 10 yrs. He then stated that after the 10 yr. lease is up they would want to sub-divide the three (3) lots along the lake front and attach the lot across the street as additional flag lot to make them 12,000 sq. ft. lots in order to sell them. Chairman Irving Comeaux recognized Shane Guillot, Donaldsonville, LA, property owner, relative to an option to renewing the lease after 10 yrs. In response, Mr. Guillot stated that this is the 1st he hears of an option to renew but it can be renewed. A brief discussion was then held regarding the lease amount for the current boat launches. Committee member Jamie Ponville stated that he and Myron Matherne will allocate \$100 from their recreation fund and \$200 will be allocated from General Fund. A brief discussion was held regarding the subdivision of property into 12,000 sq. ft. In response, the ADA stated that this is a LDH regulation and they would have to obtain a letter of no objection from the State for a variance from them in order for the septic and drainage because the Parish has no oversight of that. A brief discussion was held regarding a 10 yr. lease with the option to renew with a CPI adjustment after the 1st 10 yrs. A brief discussion was held regarding what and how much will be put into the launch. Following the discussion, the ADA stated that since he is just hearing of this there are multiple boat launches throughout the Parish and they are paid \$200 monthly therefore, he request that the committee consider that extra \$200 and the possibility of the other boat launch owners coming to the meeting to request the same. Following a brief discussion, the ADA agreed to meet with committee member Jamie Ponville and draft a templet lease for review and approval at the next meeting.
13. Committee member Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee authorize the ADA to move forward with a draft a 10 yr. lease agreement for the Shell Beach Rd. Boat Launch." The motion was unanimously adopted.
14. Chairman Irving Comeaux recognized committee member Leroy Blanchard, who stated that there are several projects identified under GOMESA that need to go out for RFQ's. He stated that he spoke with the Parish Engineer and the Assistant Parish Manager referencing the crossover of projects from different funding sources and there is no clear scope of work to issue a RFQ therefore, he will meet with them and then with the individual Juror relative to the project in their particular ward. He requested that the matter be tabled.
15. Chairman Irving Comeaux recognized committee member Leroy Blanchard, who stated that Jacob Loeske shared with him what Terrebonne Parish does when applying for capital outlay projects and stated he feels Assumption Parish is limiting themselves. He briefly explained how Terrebonne Parish handles their submission. He stated that there's a way to break up the bigger projects and get the engineering and design done and Mr. Loeske has offered to assist the Jury. He then suggested that Mr. Loeske be allowed to work with the Parish Engineer and the Grants Coordinator to get the projects in. In addition, Mr. Loeske gave a brief explanation of how the process works to complete a project under Capital Outlay over 2-3 years. Following a brief discussion, Mr. Loeske stated that letters have been sent to all delegations relative to letters of support. He stated that the due date is November 1, 2022.
16. Committee member Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee authorize GIS to assist the Parish Engineer and the Grants Coordinator in submitting some of the projects identified in the Drainage Master Plan under Capital Outlay." The motion was unanimously adopted.
17. Committee member Michael Dias offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve and authorize the President to sign the 21-22 CWF contract." The motion was unanimously adopted.
18. Committee member Michael Dias offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve and authorize the Secretary-Treasurer to certify the President to sign the Authorized Signature form for LGAP." The motion was unanimously adopted.
19. Chairman Irving Comeaux recognized the Grants Coordinator, who stated that he is working closely with the Parish Engineer and in contact with Pat Gordon, SCPDC, who agreed to help with applying for the Belle Rose Lane Project. He stated that the application deadline is November 21, 2022 and it will be met. The Secretary-Treasurer suggested that the Grants Coordinator review past applications to move forward and allow those that are assisting to help fill in unknown information. The Parish Engineer stated that the Grants Coordinator did meet with him and they went over all the Capital Outlay Projects and CDBG Projects and prioritized them to meeting the deadline.

20. Committee member Leroy Blanchard 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, October 12, 2022
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Patrick Johnson 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. 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. Police Juror recorded as absent was: Mr. Jeff Naquin, Ward 2.
3. President Patrick Johnson led the Prayer and Police Juror Chris Carter led the Pledge of Allegiance to the Flag.
4. Police Juror Irving Comeaux offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve the minutes of September 28, 2022." The motion was unanimously adopted.
5. President Patrick Johnson opened the meeting to the public to receive comments questions or concerns regarding matters on the agenda. Following three (3) calls, there were no comments received.
6. President Patrick Johnson recognized Drainage Committee Chairman Jamie Ponville, who stated that the committee met and recommended the following matters: \$8,900 for 727 Brule Rd. Culvert Replacement Project, \$4,000 for 2 week Excavator Rental for Lower Texas Levee Project, \$1,850 for 218 Virginia St. Culvert Replacement Project, \$6,500 for Bruly Maurin Community Outfall Sweeping Project, \$1,170 for 542 Bayou Drive Culvert Replacement Project allocated from Ward 7 drainage fund, \$6,900 for James St. Culvert Replacement Project and \$1,070 for 141 Agnes St. Culvert Replacement Project allocated from projects #92455, 92466, 92506, 92722, 92780, 92781 and \$4,340 from project #92980.
7. Police Juror Jamie Ponville offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted.
8. President Patrick Johnson stated that the Finance Committee met and recommended the following matters: payment of bills submitted through October 7, 2022, agreed to call for public hearing for the Revision of La. Revised Statue 33:1233, authorized the President to sign the FY 2022 Emergency Management Performances Grant in the amount of \$40,561.40, accepted the highest bidders for old unusable vehicles and equipment and authorized the President to sign the 2nd amendment for the Low Income Home Energy Assistance Program (LIHEAP) Agreement in the amount of \$12,309.
9. Police Juror Chris Carter offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted.
10. President Patrick Johnson recognized Personnel Committee Chairman Chris Carter, who stated that the committee met and recommended the following matters; the successful completion of probation for Kenneth Washington effective October 6, 2022, complete employee evaluations by November 30, 2022, a 3% cost of living raise and treat merit increase separately and authorized the Secretary-Treasurer to include a 6% salary increase in the 2023 budget and scheduled the 1st Annual Christmas Party for December 9, 2022. Chairman Chris Carter also informed the Jury that Ray Nicholas submitted his resignation letter. He thanked Mr. Nicholas for the outstanding job that was done in such a short time and wished him well.
11. Police Juror Chris Carter offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the Personnel Committee report as presented." The motion was unanimously adopted. (resolutions attached)
12. President Patrick Johnson recognized Engineering/Grants Committee Chairman Irving Comeaux, who stated that the committee met and recommended the following matters; received a report from the Parish Engineer and GIS Engineeings, preliminary approval for subdivision of property along Massey Lane in Belle Rose, discussed possible grants for parish, look into hiring an engineer to obtain a Corp of Engineers permit for Bayou L'Ourse Boat Launch and a permit for lighting at the Walking Trail, go out to bid for Bertrandville Drainage Canal Project, discussed a 10 yr. lease of the Shell Beach Boat Launch with option for an additional 10 yrs. and authorized the ADA to draft a contract for the next meeting,

authorized GIS Engineering to assist the Parish Engineer and the Grants Coordinator with the Capital Outlay requests, authorized the President to sign the 21-22 CWEF contract and authorized the Secretary-Treasurer to certify the President signature on the Authorized Signature form for LGAP and received an update on the CDBG Projects.

13. Police Juror Irving Comeaux offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve the Engineering/Grants Committee report as presented." The motion was unanimously adopted. (resolutions attached)
14. Police Juror Michael Dias offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve an occupational license for Bayou Grave Cleaning." The motion was unanimously adopted.
15. Police Juror Irving Comeaux offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the Police Jury approve to replace Tyra LeBlanc with Robert Mabe on the Bayou L'Ourse Recreation District No. 1." The motion was unanimously adopted. (resolution attached)
16. Police Juror Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the Police Jury approve the 1st phase of the derelict structure procedure for dwelling located at 151 Frank Lane in Belle Rose." The motion was unanimously adopted.
17. Police Juror Chris Carter offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve adding the following matter to the agenda." The motion was unanimously adopted.
18. President Patrick Johnson recognized Mr. Ryan Perque, who explained that at his last appearance he made the Jury aware that the bid for the Bayou Lafourche Walking Trail came in severely over budget. He stated that additional funds were received from other grants but the project remains short of \$27,000. He stated that the project is fully designed and gone out for bid and the low bidder has held its bid for the last month. He stated that the State has committed \$199,000, Bayou Lafourche \$26,000, Atchafalaya Basin \$20,000 along with in-kind work and cash from the Police Jury. He further stated that everything is ready to go but the project is short \$27,000. Committee member Michael Dias agreed to allocate the funds from Ward 5 Recreation.
19. President Patrick Johnson requested comments, questions or concern regarding the Bayou Lafourche Walking Trail Project. Following three (3) calls, there were no comments received.
20. Police Juror Michael Dias offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve a \$27,000 allocation from Ward 5 Recreation for the Walking Trail Project under the same CEA." The motion was unanimously adopted.
21. President Patrick Johnson requested comments, questions or concerns regarding authorization for the President to sign the Section 8 Civil Rights Certification. Following three(3) calls, there were no comments received.
22. Police Juror Irving Comeaux offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the Police Jury approve and authorize the President to sign the Section 8 Civil Rights Certification." The motion was unanimously adopted. (resolution attached)
23. Police Juror Chris Carter offered a motion, seconded by Mr. Jamie Ponville, "THAT, there being no further business to come before he Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Patrick Johnson
President

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the following as it relates to 2023 Salary increases:

- Merit increases and cost of living increases will be treated separately
- Employee evaluations should be completed by November 30, 2022
- A 6% increase should be factored into proposed budgets for 2023 to account for a 3% cost of living increase and a 3% merit increase
- Merit increases, along with employee evaluations, should be presented to the jury for approval in December.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the end of the probationary period for Kenneth Washington, Maintenance Worker, to be effective 10/6/2022.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby grant preliminary approval for a subdivision of property along Massey Lane in the Belle Rose Community.

Yeas: 8
Nays: 0
Absent: Jeff Naquin
Abstain: 0

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and accept the high bidder as presented for the surplus equipment advertised for sale.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin
Abstain: 0

On a motion by Mr. Chris Carter, 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 President, Patrick Johnson to sign the 2nd Amendment to the LIHEAP contract in the amount of \$12,309, 10/1/2021 – 9/30/2023.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the replacement of Tyra LeBlanc with Robert Mabe to fulfill the unexpired term due to Ms. LeBlanc moving out of the Bayou L'Ourse Recreation District:

Robert Mabe 5 years 4/28/2023

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize the Secretary-Treasurer to certify the President's signature on the LGAP authorization form.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its President, Patrick Johnson, to sign the Contract between the Assumption Parish Police Jury and the Office of Community Development specific for the Community Water Enrichment Fund Grant Program in the amount of \$125,000 to be used for potable water improvements.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

On a motion by Mr. Chris, 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 President, Patrick Johnson, to sign the FY 2022 Emergency Management Performance Grant in the amount of \$40,561.40.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the bidding out of the Bertrandville Drainage Canal Project.

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize the seeking of an Engineering firm for the following projects due to the Parish Engineer not having the resources to handle the additional tasks:

- To obtain a Corps of Engineers permit for the Bayou L'Ourse Boat Launch
- To obtain a permit for lighting at the Bayou L'Ourse Walking Trail

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

Yeas: 8
Nays: 0
Absent: Jeff Naquin