



# St. Charles Parish

## Meeting Agenda

### Parish Council

**Council Chairman Bob Fisher**

**Councilmembers Beth A. Billings, Holly Fonseca,  
La Sandra Darensbourg Gordon, Mary K. Clulee, Dick Gibbs,  
Nicky Dufrene, Marilyn B. Bellock, Julia Fisher-Cormier**

St. Charles Parish Courthouse  
15045 Highway 18  
P.O. Box 302  
Hahnville, LA 70057  
985-783-5000  
[www.stcharlesparish.gov](http://www.stcharlesparish.gov)

**Monday, September 19, 2022**

**6:00 PM**

**Council Chambers, Courthouse**

**Final**

### CALL TO ORDER

### PRAYER

*Kathleen Collins, Executive Board  
Daughters of the American Revolution*

### PLEDGE

*Sheila Curry, Executive Board  
Daughters of the American Revolution*

### APPROVAL OF MINUTES

*Regular Meeting – September 6, 2022*

### SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

#### 1 [2022-0234](#) Board of Review

**Sponsors:** Mr. Fisher

**Attachments:** [2022-0234 Board of Review Schedule Sept2022](#)  
[letter Certifying List from Assessor 8.1.2022](#)  
[letter setting BOR Form 3101.Exhibit A from Assessor 7.1.2022](#)  
[RS 47.1992 8.23.2022](#)  
[Chapter 31 LA Tax Commission 8.23.2022](#)  
[Form 3102.3103.A&B Exhibit A B Appeal to Tax Commission following BOR](#)

#### **Legislative History**

8/15/22	Assessor	List Exposed
	August 15 - 29, 2022	List Exposed for Taxpayer Inspection
9/1/22	Assessor	Certified to Parish Council
9/6/22	Parish Council	Announced
	September 9-23, 2022	Parish Council Review Period

- 9     [2022-0256](#)     Proclamation: "Constitution Week"
- Sponsors:**     Mr. Jewell
- Attachments:**     [2022-0256 Constitution Week](#)
- 10    [2022-0257](#)     Proclamation: Alligator Weekend in St. Charles Parish  
                         In Recognition: Mr. Brian J. Reulet - "Mr. Alligator"
- Sponsors:**     Ms. Clulee
- Attachments:**     [2022-0257 Alligator Weekend.pdf](#)
- 11    [2022-0258](#)     In Recognition: Isabella Anna-Alysia Daspit, 2021 Miss Alligator  
                         Festival Queen
- Sponsors:**     Ms. Billings
- Attachments:**     [2022-0258 Isabella Daspit.pdf](#)
- 12    [2022-0271](#)     In Recognition: Mia Marie Stewart, 2022 Miss Alligator Festival Queen
- Sponsors:**     Ms. Fonseca
- Attachments:**     [2022-0271 Mia Stewart.pdf](#)
- 13    [2022-0272](#)     In Recognition: Amelie Grace Gautreaux, 2022 Teen Alligator Festival  
                         Queen
- Sponsors:**     Mr. Fisher
- Attachments:**     [2022-0272 Amelie Gautreaux.pdf](#)
- 14    [2022-0259](#)     Proclamation: "National Breast Cancer Awareness Month in St. Charles  
                         Parish"
- Sponsors:**     Ms. Bellock
- Attachments:**     [2022-0259 Breast Cancer Awareness.pdf](#)
- 15    [2022-0260](#)     Proclamation: "Domestic Violence Awareness Month"
- Sponsors:**     Mr. Fisher
- Attachments:**     [2022-0260 Domestic Violence.pdf](#)
- 16    [2022-0261](#)     Proclamation: "Jeffery Allen Willett Benefit Day"
- Sponsors:**     Ms. Clulee
- Attachments:**     [2022-0261 Jeffery Allen Willett Benefit Day](#)
- 17    [2022-0262](#)     Proclamation: "National Night Out in St. Charles Parish"
- Sponsors:**     Mr. Jewell
- Attachments:**     [2022-0262 National Night Out.pdf](#)

- 18    [2022-0263](#)    Proclamation: United Way Month in St. Charles Parish  
Battle for the Paddle Cook-Off

**Sponsors:**    Ms. Fisher-Cormier

**Attachments:**    [2022-0263 United Way-Battle for Paddle.pdf](#)

## REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

[2022-0264](#)    Civil Service Board/Personnel Office

[2022-0265](#)    Contract Monitor

[2022-0266](#)    Parish President Remarks/Report

**Sponsors:**    Mr. Jewell

## ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

**Monday, October 3, 2022, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 19    [2022-0273](#)    An ordinance approving and authorizing the execution of a Professional Services Agreement with Professional Engineering Consultants Corporation to perform engineering services for Phase 3 Water Line Replacement in Bonnet Carre Spillway (Project No. WWKS 105), in the not to exceed amount of \$86,780.00.

**Sponsors:**    Mr. Jewell and Department of Waterworks

**Attachments:**    [2022-0273 Agreement, Attachments, Exhibits](#)

[2022-0273 Corporate Resolution - SCPG](#)

[2022-0273 Certificate of Insurance - SCPG](#)

- 44    [2022-0274](#)    An ordinance approving and authorizing the execution of a Professional Services Agreement with Danny J. Hebert, P.E., L.L.C., d.b.a. Civil & Environmental Consulting Engineers to perform engineering services for the LA 18 Cast Iron Water Main Replacement, Phase III (Project No. WWKS 113), in the not to exceed amount of \$120,150.00.

**Sponsors:**    Mr. Jewell and Department of Waterworks

**Attachments:**    [2022-0274 Agreement, Attachments](#)

[2022-0274 LA 18 Cast Iron Water Main Replacement, Phase III WWKS 113 - C.](#)

- 68    [2022-0252](#)    An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article I. In General, by adding Section 2-16.6. Civil Service Employee Pay Classification and Pay Plan Study.

**Sponsors:**    Ms. Fisher-Cormier, Mr. Dufrene, Ms. Billings and Ms. Fonseca

**Legislative History**

9/6/22

Legislative Committee

Not Addressed

**PLANNING AND ZONING PETITIONS**

- 69     [2022-0235](#)     An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from C-2 to MS, Medical Service District on a lot measuring 200 ft. by 450 ft. as shown on the map by E.M. Collier dated April 22, 1955, municipal address 1001 Paul Maillard Road, Luling, as requested by St. Charles Parish Hospital Service District No. 1.

**Sponsors:**     Mr. Jewell and Department of Planning & Zoning

**Attachments:**     [2022-0235 Hospital RECOMMENDATIONS AT A GLANCE docx](#)  
[2022-0235 Hospital Minutes](#)  
[2022-0235 Hospital LUR\\_2022-12-R](#)  
[2022-0235 Hospital Subdivision Map](#)  
[2022-0235 Hospital AERIAL](#)  
[2022-0235 Hospital ZONING](#)  
[2022-0235 Hospital FLUM](#)  
[2022-0235 Hospital Application Page 1](#)

**Legislative History**

7/8/22	Department of Planning & Zoning	Received/Assigned PH
8/4/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
8/4/22	Planning Commission	Recommended Approval to the Parish Council
9/6/22	Parish President	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 82     [2022-0236](#)     An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, to change the zoning classification from C-2 to C-3 on Lot 5A, Paradis, as requested by Triple MBM Properties.

**Sponsors:**     Mr. Jewell and Department of Planning & Zoning

**Attachments:**     [2022-0236 Triple MBM RECOMMENDATIONS AT A GLANCE docx](#)  
[2022-0236 Triple MBM Minutes](#)  
[2022-0236 Triple MBM LUR 2022-11-R](#)  
[2022-0236 Triple MBM Survey](#)  
[2022-0236 Triple MBM Old Zoning](#)  
[2022-0236 Triple MBM AERIAL](#)  
[2022-0236 Triple MBM ZONING](#)  
[2022-0236 Triple MBM FLUM](#)  
[2022-0236 Triple MBM Application Page 1](#)

**Legislative History**

7/1/22	Department of Planning & Zoning	Received/Assigned PH
8/4/22	Department of Planning & Zoning	Recommended Denial to the Planning Commission
8/4/22	Planning Commission	Recommended Denial to the Parish Council
9/6/22	Parish President	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 97     [2022-0255](#)     An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, as amended, to change the zoning classification from R-1M to R-2 on Lots 33, 34, & 35 Block G of Oak Ridge Park Subd. Section Two, as requested by Treniece and Myron Boyd.

**Sponsors:**     Mr. Jewell and Department of Planning & Zoning

**Attachments:**     [2022-0255 Boyd RECOMMENDATIONS AT A GLANCE docx](#)  
[2022-0255 Boyd Draft Minutes for 2022-13-R](#)  
[2022-0255 Boyd LUR 2022-13-R](#)  
[2022-0255 Boyd Surveys](#)  
[2022-0255 Boyd AERIAL](#)  
[2022-0255 Boyd ZONING](#)  
[2022-0255 Boyd FLUM](#)  
[2022-0255 Boyd Application](#)

**Legislative History**

8/2/22	Department of Planning & Zoning	Received/Assigned PH
9/1/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission

9/1/22	Planning Commission	Recommended Approval to the Parish Council
9/6/22	Parish President	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

## ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

- 111**   [2022-0237](#)   An ordinance approving and authorizing the execution of Change Order No.1 for the Des Allemands Emergency Bulkhead, (Project No. P210601), to decrease the contract amount by \$135,101.22 and decrease contract time by 36 days.

**Sponsors:**   Mr. Jewell and Department of Public Works

**Attachments:**   [2022-0237 Bulkhead Change Order Form FINAL](#)

### **Legislative History**

9/6/22	Parish President	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 120**   [2022-0238](#)   An ordinance approving and authorizing the execution of Change Order No. 1 for the Mimosa and Lagatutta Drainage Improvements, (Project No. P090904), to decrease the contract amount by \$48,506.38 and increase contract time by 41 days.

**Sponsors:**   Mr. Jewell and Department of Public Works

**Attachments:**   [2022-0238 Mimosa & Lagatutta C.O attachments](#)

### **Legislative History**

9/6/22	Parish President	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 154**   [2022-0251](#)   An ordinance of the Parish of St. Charles providing that the Code of Ordinances, Parish of St. Charles, be amended by revising Section 15-5, Motor Vehicles and Traffic, of said Code, to provide for the installation of “**NO PARKING**” signs along both sides of Rowena Smith Drive in St. Rose.

**Sponsors:**   Ms. Bellock

### **Legislative History**

9/6/22	Council Member(s)	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 155 [2022-0254](#) An ordinance approving and authorizing the execution of Change Order No. 6 for the Norco Library Renovation/Addition located at 590 Apple Street in Norco, to decrease the contract amount by \$61,646.80.

**Sponsors:** Mr. Jewell

**Attachments:** [2022-0254 Change Order #6 Norco Library Renovation](#)

**Legislative History**

9/6/22	Parish President	Introduced
9/6/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

## ORDINANCES/RESOLUTIONS WHICH HAVE BEEN TABLED

- 161 [2022-0229](#) A resolution to approve the Civil Service Pay Plan as recommended by the Personnel Officer in accordance with the Compensation and Pay Classification Study conducted by SSA Consultants.

**Sponsors:** Mr. Jewell and Personnel Office

**Attachments:** [2022-0229 Presentation for Committee Meeting 9-6-2022 - Final](#)  
[2022-0229 St Charles Employee Presentation\\_DRAFT\\_V2.pdf](#)

*[This proposed resolution was tabled on August 15, 2022, public comment opened.]*

**Legislative History**

8/15/22	Parish President	Introduced
8/15/22	Parish Council	to extend time an additional three minutes

Reported:  
 Personnel Office Recommended: Approval  
 Ms. Dayna Parker, Personnel Officer, spoke on the matter.

Ms. Parker invited Mr. Cody Saucier, Project Manager, SSA Consultants, to the podium to speak on the matter and give their presentation.  
 Mr. Saucier spoke on the matter and presented a power point.

Public comment opened  
 Mr. Gregory Williams, Hahnville

8/15/22	Parish Council	Time Extended
8/15/22	Parish Council	Tabled.

Public comment  
 Ms. Rachelle Johnson, Des Allemands  
 Ms. Jeanne Johnson, Hahnville  
 Mr. Michael Albert, Planning & Zoning Director

Council Discussion  
 Ms. Parker spoke on the matter.  
 Mr. Saucier spoke on the matter.  
 Parish President Matthew Jewell spoke on the matter.  
 Finance Director Grant Dussom spoke on the matter.

8/15/22	Parish Council	Tabled.
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9/6/22 Legislative Committee Discussed.  
Presentation:  
Parish President Matthew Jewell and Dayna Parker, Personnel Officer.

*Councilwoman Julia Fisher-Cormier arrived in the meeting.*

Public Comments Opened  
Mr. Gregory Williams, Hahnville  
Public Works/Wastewater Director Miles Bingham  
Ms. Rachelle Johnson, Des Allemands  
Mr. Brian Landry, Destrehan

Council Discussion  
Councilwoman La Sandra Darensbourg Gordon spoke on the matter.  
Parish President Matthew Jewell spoke on the matter.  
Ms. Dayna Parker spoke on the matter.  
Councilwoman Julia Fisher-Cormier spoke on the matter.  
Councilman Nicky Dufrene spoke on the matter.

9/6/22	Parish Council	Removed from the Table
9/6/22	Parish Council	Removed from the Table
9/6/22	Parish Council	Reconsidered
9/6/22	Parish Council	Reconsidered
9/6/22	Parish Council	Removed from the Table
9/6/22	Parish Council	Remained Tabled

## PERSONS TO ADDRESS THE COUNCIL

162 [2022-0278](#) Ms. Christine Green: St. Charles Parish Ordinance Ch.7, 7-3

Attachments: [2022-0278 Petition to Address 9.12.22.pdf](#)

## RESOLUTIONS

176 [2022-0267](#) A resolution to approve the Civil Service Pay Plan as recommended by the Personnel Officer in accordance with the Compensation and Pay Classification Study conducted by SSA Consultants.

Sponsors: Mr. Jewell, Personnel Office, Ms. Fonseca and Mr. Fisher

177 [2022-0268](#) A resolution to approve and authorize the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$750,000.00 to be utilized for the revitalization of the West Bank Bridge Park after Hurricane Ida.

Sponsors: Mr. Jewell, Grants Office and Department of Parks and Recreation

Attachments: [2022-0268 CEA West Bank Bridge Park with W-9](#)



- 200**    [2022-0269](#)    A resolution to approve and authorize the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$750,000.00 to be utilized for the West Bank Splash Park.

**Sponsors:**    Mr. Jewell, Grants Office and Department of Parks and Recreation

**Attachments:**    [2022-0269 CEA West Bank Splash Park with W-9](#)

- 223**    [2022-0270](#)    A resolution to approve and authorize the execution of a Cooperative Endeavor Agreement between the Louisiana Department of the Treasury and the State of Louisiana, and St. Charles Parish regarding the allocation of \$500,000.00 to be utilized for the revitalization of the East and West Bank Bridge Parks.

**Sponsors:**    Mr. Jewell, Grants Office and Department of Parks and Recreation

**Attachments:**    [2022-0270 CEA East-West Bank Bridge Park with W-9](#)

- 246**    [2022-0275](#)    A resolution in support of the Planning and Zoning Commission's approval of 2022-15-SPU for an accessory dwelling unit in an R-1A zoning district, Lot 5B-1, Sq. 15, New Sarpy Subdivision, 225 Park Avenue, New Sarpy as requested by Sean & Christy Moore.

**Sponsors:**    Mr. Jewell and Department of Planning & Zoning

**Attachments:**    [2022-0275 RECOMMENDATIONS AT A GLANCE.pdf](#)

[2022-0275 Minutes.pdf](#)

[2022-0275 LUR 2022-15-SPU.pdf](#)

[2022-0275 Survey-Site Plan.pdf](#)

[2022-0275 AERIAL.pdf](#)

[2022-0275 ZONING.pdf](#)

[2022-0275 FLUM.pdf](#)

[2022-0275 AppPage1.pdf](#)

**Legislative History**

8/2/22	Department of Planning & Zoning	Received/Assigned PH
9/1/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
9/1/22	Planning Commission	Recommended Approval to the Parish Council

- 259** [2022-0276](#) A resolution amending Resolution No. 4848, which officially established a confirmation questionnaire for nominees for all Boards or Commissions, to amend said confirmation questionnaire, to provide further clarification therein.

**Sponsors:** Ms. Clulee

**Attachments:** [2022-0276 Questionnaire-boards commissions- MC recommended revisions 6.](#)  
[2022-0276 Questionnaire-boards commissions 8.2009](#)

- 266** [2022-0277](#) A resolution amending Resolution No. 3147, which established specific policies to be used in the Department Head Confirmation Process, to amend "Exhibit A" confirmation questionnaire for Department Head appointees, to provide further clarification therein.

**Sponsors:** Ms. Clulee

**Attachments:** [2022-0277 Questionnaire-dept heads- MC recommended revisions 6.1.2022\\_Fi](#)  
[2022-0277 Questionnaire-dept heads 10.9.2000](#)

## APPOINTMENTS

- 275** [2022-0248](#) A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District V Representative.

*Council will confirm nomination to the St. Charles Parish Board of Adjustment from the District V Councilmember to fill the vacancy caused by the resignation of the term of Ms. Keondra Milligan. Unexpired term to begin immediately and expire December 7, 2025.*

*Nominee: Mr. Dwayne E. Harris*

### **Legislative History**

11/15/21	Parish Council	Enacted Legislation
	Ms. Keondra Milligan, appointed to the Board of Adjustment as the District V Representative on November 15, 2021, per Resolution No. 6596	
	Term: December 7, 2021 - December 7, 2025	
9/6/22	Parish Council	Nomination(s) Accepted
	Nominee:	
	Councilwoman Bellock nominated Mr. Dwayne E. Harris	
9/6/22	Parish Council	Close Nomination(s) for
9/6/22	Parish Council	Nomination(s) Closed

- 279** [2022-0249](#) A resolution appointing a member to the River Parishes Tourist Commission representing the St. Charles Parish Council.

*Council Chairman will accept nominations to the River Parishes Tourist Commission representing the St. Charles Parish Council, to fill the vacancy caused by the expiration of the term of Mr. Garrett Monti. Four (4) year term to begin October 31, 2022 and expire October 31, 2026. [Nominee must be a member on the Economic Development Council; appointment subject to Senate confirmation per R.S.33:4574.12]*

### **Legislative History**

10/15/18	Parish Council	Enacted Legislation
	Mr. Garrett Monti appointed to the River Parishes Tourist Commission on October 15, 2018, per Resolution No. 6378	
	Term: October 31, 2018 - October 31, 2022	
9/6/22	Parish Council	Vacancy Announced

## MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

### MEETINGS

*LIBRARY BOARD: Tuesday, 9/20/22, 6PM, Council Chambers*  
*HOUSING AUTHORITY: Tuesday, 9/27/22, 6PM, Council Chambers*  
*HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 9/29/22, 2PM, Council Chambers*  
*ST. CHARLES PARISH COUNCIL: Monday, 10/3/22, 6PM, Council Chambers*

### ANNOUNCEMENTS

*Public Hearings to consider the Proposed 2023 Capital and Consolidated Operating Budget:*  
*Tuesday, November 1, 2022, 9AM*  
*Thursday, November 3, 2022, 1PM*  
*Monday, November 7, 2022, 6PM*

### Accommodations for Disabled

**St. Charles Parish will upon request and with three (3) days advanced notice provide reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact the Office of the Council Secretary at (985) 783-5000 to discuss the particular accommodations needed.**