

**OFFICIAL PROCEEDINGS**  
**ST. JOHN THE BAPTIST PARISH COUNCIL**  
**TUESDAY, JUNE 10, 2008**  
**CHAIR JACLYN HOTARD**  
**VICE CHAIR RONNIE SMITH**

The Council of the Parish of St. John the Baptist, State of Louisiana, met in Regular Session in the Joel McTopy Chambers, LaPlace, Louisiana on Tuesday, June 10, 2008, at 6:30 PM.

**CALL TO ORDER:**

**PRESENT AT ROLL CALL:** Danny Millet, Councilman District II, Charles Julien, Councilman District III, Darnel Usry, Councilwoman District V, Cheryl Millet, Councilwoman District VII, Steve Lee, Councilman-at-Large, Div. B, Haston Lewis, Councilman District I, Dale Wolfe, Councilman-at-Large, Div. A, Jaclyn Hotard, Councilwoman District IV

**ABSENT:** Ronnie Smith, Councilman District VI

Councilwoman Usry led the prayer. Councilwoman Millet led the Pledge of Allegiance.

Pat McTopy, Chief Administrative Assistant was present.

Legal Counsels Jeff Perilloux, Barry Landry and Kerry Brown were present.

**Consent Agenda**

**Items:** Approval of Minutes May 27, 2008, Regular Meeting; Permit Approval - block party - 6-21-08 - 4:00 PM till 8:00 PM - 2233 Williamsburg

**MOTION:** Councilman Smith moved and Councilwoman Usry seconded the motion to approve the consent agenda consisting of Approval of Minutes May 27, 2008, Regular Meeting; Permit approval - block party - 6-21-08 - 4:00 Pm till 8:00 PM - 2233 Williamsburg. The motion passed with Councilman Smith absent.

**PUBLIC HEARING ON ORDINANCES:**

**08-22** (Carry over 5-27-08) An ordinance stating that section 2:5 of sub-chapter A, "In General" of Chapter 2 of the St. John the Baptist Parish Code of Ordinances is hereby amended so as to provide for a change in polling places for precinct 1-3. The polling place for above mentioned precinct in St. John the Baptist Parish is hereby changed as follows: from St. John the Baptist Parish Courthouse, Edgard to St. John Westside Volunteer Fire Department, Station 92, 5733 Highway 18, Wallace, Louisiana 70090. (H. Lewis)

Councilman Lewis asked that this item be carried over again until he

can get some more information.

**08-27** An ordinance enacting the following changes to the pay plan as per the recommendation of the Civil Service Board on March 26, 2008: Award credit for direct job-related experience. (B. Hubbard)

Councilman Lee stated, *"If I might I would like to ask for 08-27 and I would also ask for the same thing on 08-28, but I will do it one at a time. Since this ordinance was introduced by the administration, specifically President Hubbard and he is unable to be here tonight, I would ask that we table this motion in lieu of his absence."*

**MOTION:** Councilman Lee moved and Councilman Lewis seconded the motion to table Ordinance 08-27. The motion passed with Councilman Smith absent.

Councilman Lee stated, *"The same thing applies to 08-28 as does 08-2. It is introduced by Parish President Hubbard. In his absence I would ask that we table this ordinance till the next meeting."*

**08-28** An ordinance enacting the following changes to the pay plan as per the recommendation of the Civil Service Board on March 26, 2008: Create Grade 11 for Professional/Administrator Classification; Create Title of "Professional Administrator" Position in Grade 11. (B. Hubbard)

**MOTION:** Councilman Lee moved and Councilman Lewis seconded the motion to table Ordinance 08-28. The motion passed with Councilman Smith absent.

**08-29** (Public Hearing Held)An ordinance for a re-subdivision of a portion of Terre Haute Plantation into a lot herein designated as lot TH-2 of Terre Haute Plantation, situated in Sections 30, 32 & 60, T-11-S, R-6-E, Reserve, St. John the Baptist Parish, Louisiana. Ten-G, LLC - PZS-08-010 (M. Henderson)

**MOTION:** Councilman Julien moved and Councilman Wolfe seconded the motion to accept Ordinance 08-29. The motion passed with Councilman Smith absent.

**08-30** (Public Hearing Held)An ordinance for re-subdivision of the Estate of Louise E. Cambre property and the George Lasseigne property into Lot A, Tract B, Tract C, Tract D, situated in Sections 26 & 65, T-11-S, R-7-E, LaPlace, St. John the Baptist Parish, Louisiana. ACLM Caroline, LLC - PZS-08-012 (M. Henderson)

**MOTION:** Councilman Julien moved and Councilman Wolfe seconded the motion to accept Ordinance 08-30. The motion passed with Councilman Smith absent.

**08-31** (Public Hearing Held)An ordinance for Preliminary Not for Construction of a RV Park located on the Celestin Jacob Tract, Section 41 & 89, T-11-S, R-7-E, Reserve, St. John the Baptist Parish, Louisiana. CNO RV Park - PZS-08-009 (M. Henderson)

**MOTION:** Councilman Millet moved and Councilman Wolfe seconded the motion to accept Ordinance 08-31. The motion passed with Councilman

Smith absent.

**08-32** (Public Hearing Held) An ordinance relative to the local sales and use tax to provide a local sales tax holiday abating the parish sales and use tax on consumer purchases of tangible personal property from certain selling dealers with restrictions on the types and cost of purchases that are eligible for abatement for the period August 1 through August 2, 2008 ("the period" hereafter) (B. Hubbard)

Pat McTopy, Chief Administrative Officer, stated, "This ordinance would waive the sales taxes on the parish's portion of the sales taxes and it would tie into what the state has already done, as well as our school board. So all three taxing entities the school board, the parish and the state if this passes will have waived the taxes on certain items for August 2<sup>nd</sup> of this year and August 1<sup>st</sup> of this year."

Councilwoman Hotard asked, "What types of items? Is this geared towards school supplies?"

Pat McTopy stated, "There is a limit, first of all, of \$2,500.00. It applies to most tangible personal property. It excludes vehicles and meals at restaurants and those types of things. There are limited exclusions. It covers a broad base and essentially tangible personal property which is defined in the ordinance."

Councilman Lee stated, "In discussion, it is good to see the president of our school board in the audience, Dr. Gerald Keller. I am sure he is here in support of this particular ordinance. It also makes me feel good to be able to work along with our partners, that being the school board and also the state and offer such a show of good faith to our residents and constituents for these couple of days. I think it is a new day in Louisiana and it is a new day in St. John Parish. I just think it is an excellent idea and more specifically it is really good when all the governing bodies work together. I want to thank Dr. Keller and his group for assisting and taking the lead on this along with the state. I think it is an excellent deal. It is a show of good faith."

Dr. Gerald Keller, President St. John School Board, stated, "Thank you so much Councilman Lee and honorable Council Members. I do agree that this is a chance for us to work together. One of the things we want to do is work along with our new Superintendent, Dr. Courtney Millet, our new Parish President, Mr. Hubbard and of course the Parish Council that we can do some joint ventures in our community. This is an opportunity to give back. We would like to piggy back off of the state, which also has a state holiday. It is a two day holiday August 1<sup>st</sup> & 2<sup>nd</sup> it is a Friday and Saturday. I think it is a win/win situation for the council, the school board, the sheriff as well as our community. It is our chance to give back. This is good timing because it is the beginning of school and parents can go out and buy their school supplies and get the waiver on not only the state portion but the local portion of the taxes. I appreciate your support in this matter."

**MOTION:** Councilwoman Usry moved and Councilman Millet seconded the motion to accept Ordinance 08-32. The motion passed with Councilman Smith absent.

**INTRODUCTION OF ORDINANCES:**

**08-33** An ordinance for a special use permit for: Truck Stop/Truck Terminals (with video poker gaming facilities) upon review and approval of the Planning Commission and a supporting resolution of council. Truck terminals shall conform to the regulation set forth by the state of

Louisiana. (B. Hubbard)

**08-34** An ordinance to amend Sections: I-1, 33:68, I-2, 33:72, I-3, 33:76 and Rural, 33:27. Modification to provide for temporary housing to accommodate recreational vehicle or travel trailer used to provide transitional housing for contract personnel to restore, repair, build an affected work place. (R. Smith)

**08-35** An ordinance creating a Department of Health and Human Services of the Parish of St. John the Baptist, State of Louisiana, and establishing its duties and functions as follows: responsible for matters related to health, welfare, emergency assistance, federal and state assistance programs, recreations, and educational programs. (B. Hubbard)

**COMMITTEE REPORTS:**

Councilwoman Hotard stated, *"I would like to ask that the council accept the recommendation of the Finance Committee."*

**MOTION:** Councilman Lee moved and Councilwoman Millet seconded the motion to accept the recommendation of the finance committee. The committee approved to award the bid for Emergency Response, Management and Recovery to DRC Services Inc. with a four year contract, authorized administration to execute a contract with Principal Engineering, Inc. for design services for the water storage tank and rehabilitation project, approved to grant a Certificate of Substantial Completion for drainage improvements on East 6<sup>th</sup> Street in Edgard and approved to grant change order #1 in the amount of \$3,259.10 for drainage improvements on East 6<sup>th</sup> Street in Edgard. The motion passed with Councilman Smith absent.

**DEPARTMENT/ENGINEER REPORTS:**

**Dale Wolfe - Personnel Matters**

There were no personnel matters at this time.

**Jaclyn Hotard - Update NANO filtration**

There were no updates at this time.

Councilman Julien asked, *"I would like administration to clarify the people that we are moving across the river and the grades that we are dealing with. We are dealing with I think a grade two and a grade four. Who are the people that we need at the site across the river, the water plant?"*

Ralph Bean, Director of Utilities, stated, *"I am assuming that you are talking about water plant operators."*

Councilman Julien stated, *"Yes."*

Ralph Bean stated, *"Water plant operators are certified by the Louisiana Department of Health and Hospitals. Based on population of area served the West Bank falls under a classification two, minimum requirement. We are required to have class two in the plant at all*

*times. The East Bank, due to the population, requires a class four minimum at all times. Our well system is covered by a class four operator within an hour of responding. It is not continuously treated water. It is filtered water basically and that comes under a different requirement as far as being available within an hour. They are covered by a class four operator also."*

*Councilman Julien asked, "How many class four operators do we have in the LaPlace site?"*

*Ralph Bean stated, "At Lions I think there are four."*

*Councilman Julien asked, "Did we hire class two or class four?"*

*Ralph Bean stated, "We hire water plant operators and train them. Are you talking about the ones we recently hired? They had no certification. We have been trying to hire operators that are currently holding certifications already. Our wage scale does not allow us to do that. We are not getting applicants with classifications already in hand."*

*Councilman Julien asked, "So then how do we? If we are just hiring people and we are training them, I am trying to get some clarification on this..."*

*Ralph Bean stated, "We are training them. We give them what is called a California Manual. They can earn points towards their certifications. They pass tests, then they take state issued tests at particular locations and they pass class one, then class two, then class three, then class four and that is all administered by the state."*

*Councilman Julien asked, "How do we go about moving people from one site to another from the East Bank to the West Bank? If you live on the East Bank should you work on the East Bank or is there preference in how you place people?"*

*Ralph Bean stated, "Our water district is all encompassed in the parish. We move people from plant to plant and site to site as needed."*

*Councilman Julien asked, "Are we taking into consideration the workers and where they live at or do we care about that?"*

*Ralph Bean stated, "Sure we care about that. We have people that live on the East Bank working on the West Bank and people that live on the West Bank that live on the East Bank."*

*Councilman Julien asked, "Are we moving people because they question things at times or if they have situations concerning their safety? If they feel that they are put in an unsafe situation and they question that..."*

*Ralph Bean stated, "I assume you are talking about the person that I moved. The class two operator that I moved to the West Bank here recently that will allow us to save overtime in that plant."*

*Councilman Julien stated, "Well I am just talking about all the workers period. What I am asking is do we not want to create a situation where*

they have a safe environment?"

Ralph Bean stated, "I require them to always have a safe environment."

Councilman Julien stated, "Well we want them to have a safe environment, but what we can't do is at the expense of cutting back. I understand that administration wants to save overtime, but we don't want to create a situation where we put our workers in a dangerous situation."

Ralph Bean stated, "Can you let me know what kind of unsafe situation that I put them in?"

Councilman Julien stated, "Maybe riding..."

Jeff Perilloux, Parish Attorney, stated, "I would ask that you discuss anything regarding any potential legal liability on part of the parish that we discuss that in executive session."

**OLD BUSINESS:**

There was no old business.

**NEW BUSINESS:**

**Pat McTopy - Results of recycling poll**

Pat McTopy stated, "Due to the interest expressed in the recycling program, the parish administration conducted a telephone poll of all the residents' week before last. In addition to that the public was able to vote on the internet. As a result of the poll it was determined that 24% of the residents would like to have curbside recycling. 56% said that they would rather a drop off point conveniently located. 18% close to 19% said that they didn't want any recycling at all. So what administration proposes is that we locate six additional drop off sites throughout the parish. Two on the West Bank, two in LaPlace, one in Reserve and one in Garyville conveniently located so that the public can drop off their stuff at those locations. The cost for the drop off site would be \$400.00 each time the dumpster is picked up, plus \$125.00 per month rent on each dumpster. If the council desires, there are some funds in the solid waste account, not a lot. That account does not have any large surplus by no means. There are some funds for a pilot program that we can institute. If the council agrees we can start arranging for some drop off sites."

Councilman Lee stated, "First of all I would like to commend the administration for doing this. It is an issue that surfaces every four years for certain. It is one that is a feel good thing no question about it. Many of us practice voluntary recycling at this point and basically that is what these drop off points will allow. I don't want this to go unsaid - for years this parish has always had voluntary recycling. We have had a drop off point. Perhaps we could have advertised it better and made the public more aware, but we have always participated and allowed our residents to participate. I think chances are it is a very good idea that we move forward and escalate the program for those who want to participate. I would ask before we do that. Certainly two weeks is not too long to ask administration to give

us a specific proposal as to not only the costs but the drop sites also. I am sure that the data received from the poll will take those things into consideration as far as the locations of the drop off sites etc. I would like to see something in writing before I am asked to take action on it."

Councilwoman Hotard asked, "Is that a motion or just a request of administration? Can administration honor that request?"

Pat McTopy stated, "Sure, that would be fine."

Councilman Wolfe stated, "I want to know how we are going to fund that program since you said there was very little monies available."

Pat McTopy stated, "There are funds in the solid waste account to cover the pilot program. If at the end of the program the public uses the facilities and if the council agrees then we would have to seek a more permanent funding source."

Councilman Wolfe asked, "I would ask that when administration comes back they give us the total package, the funding and all. I can make a better decision. The way you put it, we don't have very much money. I want to know where the money is going to come from to fund the program."

Pat McTopy stated, "Again it would come from the existing fund balance in the solid waste account which is not very substantial but enough to cover the pilot program. We have no problem with coming back with a report with sites. Essentially that is what we are asking for to proceed with looking for sites then we can come back with a report on the sites we have located. Then we can project what the cost might be because recognize that we do not know how many pick ups there will be at any given time. There might be one pick up a month. There might be two pick ups in a month."

Councilman Lee stated, "Motion to give administration the authority to proceed."

Councilman Wolfe stated, "If there is a need to continue the program then come back with the funding source and everything, the complete package. That is all I am asking. That is why we are having the pilot program to find out the need and where we are going to get the funds from."

**MOTION:** Councilman Lee moved and Councilman Julien seconded the motion to give administration authorization to proceed with a proposal for the recycling pilot program. The motion passed with Councilman Smith absent.

#### **CORRESPONDENCE/COUNCIL BRIEFS**

Councilwoman Millet stated, "I would just like to say that I am very happy that the council has allowed the administration to go out with this recycling program. It is something that is showing a positive move on our parish that we want to recycle and move forward. The residents in my district have indicated very strongly, they are very positive in this respect. I am glad that the administration is going to be able to

go out and secure some locations and we will be able to test this program to see if in fact the residents really do participate. I think the more they participate the more people will follow suit."

Councilman Julien stated, "I just want to commend administration on doing a really good job. I know the parish president is not here tonight, but he is doing a good job. I don't want you all to feel like I am in attack mode. I just want the employees to feel like they have a comfortable working environment and not be under a lot of pressure when they are at work. That is all I have to say."

Councilman Wolfe stated, "I would just like to ask administration. Sometime this week or next week to provide me or any other council person that wishes to have a list of all the contractors in the parish that have not come before the council for approval. I know there are some. As far as I am concerned, if we do have some without council approval than that means that that contract is null and void. I would like to have that information."

**PRESIDENT'S REMARKS**

There were no presidential remarks.

There was no executive session.

**EXECUTIVE SESSION:**

Employee Back Pay

Jaclyn Hotard - Discussion relative to house on Quail Street

Dale Wolfe - Personnel Matters

Jaclyn Hotard - Personnel Policy for Administrative Officers and Department Directors

Property/Casualty Insurance Agent - 1) Claims, any/all property, casualty, and Workman comp claims 2) Claims, procedures and disposition 3) Coverage's, any/all material changes

Any and all pending legal matters.

**ADJOURNMENT:**

At 7:01 PM, Councilman Lee moved and Councilwoman Millet seconded the motion to adjourn. The motion passed with Councilman Smith absent.

/s/Jaclyn Hotard  
COUNCIL CHAIR

/s/Jackie Landeche  
Council Secretary