

**FINANCE COMMITTEE MEETING**  
**JUNE 13<sup>th</sup>, 2017**  
**Chairman Lennix Madere**  
**Vice-Chairman Michael Wright**

Members: Larry Sorapuru, Jr., Kurt Becnel, Julia Remonet, Lennix Madere, Marvin Perrilloux, Larry Snyder, Michael Wright, Thomas Malik, Jaclyn Hotard

**PRESENT:** Kurt Becnel, Lennix Madere, Larry Snyder, Michael Wright, Thomas Malik, Larry Sorapuru

**ABSENT:** Jaclyn Hotard, Julia Remonet and Marvin Perrilloux

**PUBLIC COMMENT - AGENDA ITEMS ONLY (2 minutes per citizen)**

There was no public comment at this time.

**BID OPENING REPORT/AWARDS:**

**Jean Stewart/Blake Fogleman Authorization to solicit bids for the Pleasure Bend Water Treatment Facility**

Jean Stewart stated, "EES, Inc. has completed the design, obtained LDH approval and is ready to bid the project. The estimated construction cost is \$550,000, which is partially funded through the 2015 Bond Issue and a 2016 Community Water Enrichment Fund (CWEF) grant of \$125,240. This project will replace the current system of purchasing water for Pleasure Bend from St. James Parish and will also address cost and compliance issues. Administration recommends approval."

**MOTION:** Councilman Becnel moved and Councilman Sorapuru seconded the motion to grant administration authorization to solicit bids for the Pleasure Bend Water Treatment Facility. The motion passed with Councilwomen Hotard, Remonet and Councilman Perrilloux absent.

**Jean Stewart - Authorization to extend the following grass cutting contracts: B&D Tractor Services, Inc., JP's Lawn Care and Maintenance LLC, St. John Grass Cutting & Maintenance, LLC**

Jean Stewart stated, "These extensions add one (1) year to the existing contracts at the same rate. This is the last extension before RFPs are necessary and the departments are pleased with the services rendered or have addressed all areas of concern. The standard contract extension documents have been sent to Legal Counsel for review and Administration recommends approval."

**MOTION:** Councilman Wright moved and Councilman Becnel seconded the motion to grant administration authorization to extend the following grass cutting contracts: B&D Tractor Services, Inc., JP's Lawn Care and Maintenance LLC, St. John Grass Cutting & Maintenance, LLC. The motion passed with Councilwomen Hotard, Remonet and Councilman Perrilloux absent.

**Jean Stewart - Authorization to amend and extend the following grass cutting contracts: BHold Maintenance, Cypress Land Contractors, LLC, Hymel's Turf and Landscape, LLC, Mighty Mowers Lawn & Landscape, LLC, RRJ Construction, LLC**

Jean Stewart stated, "These one (1) year extensions and amendments are recommended until RFPs are completed next year. The additional work is

landscaping and/or new areas near existing assignments. Contractors have agreed to all amendments and fees. The standard contract amendment documents have been sent to Legal Counsel for review. The contract for BHold Maintenance is being amended to remove the Animal Shelter site and landscaping. The owner has agreed to this change. A new contract is being proposed with BBC Lawn Services for this location at the same rate. The new contract document is consistent with the others previously sent to Legal Counsel. Administration recommends approval of these contracts with the recent amendment."

**MOTION:** Councilman Sorapuru moved and Councilman Becnel seconded the motion to grant administration authorization to amend and extend the following grass cutting contracts: BHold Maintenance, Cypress Land Contractors, LLC, Hymel's Turf and Landscape, LLC, Mighty Mowers Lawn & Landscape, LLC, RRJ Construction, LLC. The motion passed with Councilwomen Hotard, Remondet and Councilman Perrilloux absent.

**Laverne Toombs/Rob Delaune - Authorization to amend the agreement with Digital Engineering & Imaging, Inc. for Engineering Support and Grant Management Assistance**

Rob Delaune stated, "This amendment extends the current agreement for engineering support and grant management assistance in a not to exceed amount of \$75,000. Digital Engineering has secured approximately \$6 million in low interest loans and \$3.9 million in grants for Utilities, Economic Development, and Planning & Zoning Departments. This amendment allows them to continue to provide support to the Parish's management team and to close out existing grants and loans, including but not limited to State Revolving Loan Fund, Lake Pontchartrain Basin Restoration Program, LGAP, CWEF, LCDBG, EPA, RESTORE Act, Southern Rail Commission and EDA. Digital Engineering is also preparing: 1) grant applications for LA SAFE, Capital Outlay, LDOTD Safe Routes to Public Places, and Delta Regional Authority (DRA), and 2) LDEQ Pre-Application for the State Revolving Loan Fund for water meter replacements. The contract is funded through the General Fund, various departments and reimbursements from grants they secure. These are tasks that have been completed successfully since 2014 and are not within the current capacity of the Parish to manage without assistance. Administration recommends approval."

Councilwoman Remondet arrived at 5:56 PM.

**MOTION:** Councilman Wright moved and Councilman Sorapuru seconded the motion to grant administration authorization to amend the agreement with Digital Engineering & Imaging, Inc. for Engineering Support and Grant Management Assistance. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Jerry Jones - Authorization to renew the contract with EME Consulting Group for Small Business Outreach Services**

Jerry Jones stated, "This contract expires on June 16, 2017 and is recommended for a one (1) year extension at a renewal cost of \$122,904. The contract is funded through the Economic Development Department and Administration recommends approval."

**MOTION:** Councilman Madere moved and Councilman Becnel seconded the motion to TABLE the authorization to renew the contract with EME Consulting Group for

Small Business Outreach Services until the next scheduled council meeting of June 27th, 2017. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Jobe' Boucvalt - Authorization to renew the agreement with Motorola Solutions for Maintenance of 911 Dispatch Equipment and Radio Infrastructure**

Jobe' Boucvalt stated, "This Agreement provides 24/7 service for all radio consoles, equipment in the 911 Center and all 911 dispatch radio infrastructure equipment including the Communications' Tower located at 1294 E. Airline Hwy. It was reviewed by the Public Safety Director and the Sheriff's Office and combines both maintenance contracts for a renewal amount of \$87,212.53, which is a decrease of \$14,802.47 from the 2016 agreement. The contract is funded through 911 Communications and was reviewed and approved by Legal Counsel. Administration recommends approval."

**MOTION:** Councilman Becnel moved and Councilman Wright seconded the motion to grant administration authorization to renew the agreement with Motorola Solutions for Maintenance of 911 Dispatch Equipment and Radio Infrastructure. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Daron Cooper/Michael Tabb - Authorization to execute the Certificate of Substantial Completion with Lamar Contractors, Inc. for the SJBP Government Complex parking lot - Eastside**

Laverne Toombs stated, "This portion of the project has been deemed substantially complete by the Project Engineer, the Contractor and the Capital Projects Administrator. Punch list items are included in the booklet and the project is currently in use. Administration recommends execution of the Certificate of Substantial Completion to begin the 45 day lien period."

**MOTION:** Councilman Sorapuru moved and Councilman Wright seconded the motion to grant administration authorization to execute the Certificate of Substantial Completion with Lamar Contractors, Inc. for the SJBP Government Complex parking lot - Eastside. The motion passed with 6 years, 2 absent (Hotard & Perrilloux) and 1 abstaining (Remondet).

**Brian Nunes/Andre Monnot - Authorization to execute a time extension with Principal Engineering, Inc. for the Fairway/Woodland Bridge Repair Project**

Brian Nunes stated, "This no-cost time extension will add 180 days to the contract to complete the design of the Woodland Dr. Bridge repair. The need to maintain uninterrupted access across the Vicknair Canal to the Wastewater Treatment Plant delayed final design. The standard contract extension document was reviewed and approved by Legal Counsel and Administration recommends approval."

**MOTION:** Councilman Becnel moved and Councilman Wright seconded the motion to grant administration authorization to execute a time extension with Principal Engineering, Inc. for the Fairway/Woodland Bridge Repair Project. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Brian Nunes/Mira Para - Authorization to execute Change Order No. 1 with Subterranean Construction, LLC for the Reserve Drainage Project Phase III**

Brian Nunes stated, "This Change Order increases the original contract cost by \$374,827 due to additional drainage pipe and structures needed to extend the

project to the south side of Sweet Lorraine Drive. The increase reflects actual quantities needed for completion of the project and adds ninety (90) calendar days to the contract time. The Change Order was approved by the Project Engineer and the Public Works Director and Administration recommends approval."

**MOTION:** Councilman Sorapuru moved and Councilwoman Remonet seconded the motion to grant administration authorization to execute Change Order No. 1 with Subterranean Construction, LLC for the Reserve Drainage Project Phase III. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Alexandra Carter - Authorization to amend the Cooperative Endeavor Agreement (CEA) between St. John the Baptist Parish and South Central Planning and Development Commission (SCPDC)**

Alexandra Carter stated, "The Parish's CEA with SCPDC was extended on January 24, 2017 and proposed amendments will restructure payments from a monthly invoice to quarterly payments based on the previous year's permit fees. This amendment was approved by SCPDC with the edits made by Legal Counsel. Administration recommends approval."

**MOTION:** Councilman Snyder moved and Councilwoman Remonet seconded the motion to TABLE authorization to amend the Cooperative Endeavor Agreement (CEA) between St. John the Baptist Parish and South Central Planning and Development Commission (SCPDC) until the next scheduled Council meeting on June 27th, 2017. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Stacey Cador - Authorization to renew the Parish's Worker's Compensation policy with LWCC through Riverlands Insurance Services Inc.**

Stacey Cador stated, "This renewal premium reflects a decrease of approximately \$60,000 over the expiring premium as a result of our Experience Modifier calculation. The Parish also received \$529,707 in dividends for this past year for the Office of Fire Services and Parish Departments. The renewal premium of \$663,266 will be funded through the General Fund and various departments. Administration recommends approval."

**MOTION:** Councilman Becnel moved and Councilwoman Remonet seconded the motion to grant administration authorization to renew the Parish's Worker's Compensation policy with LWCC through Riverlands Insurance Services, Inc. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Stacey Cador - Authorization to renew the 911 Communications District's commercial property, general liability and management liability insurance with American Alternative Insurance Corporation through Riverlands Insurance Services, Inc.**

Stacey Cador stated, "Administration recommends tabling this item until the next Council meeting."

**MOTION:** Councilman Snyder moved and Councilwoman Remonet seconded the motion to TABLE to renew the 911 Communications District's commercial property, general liability and management liability insurance with American Alternative Insurance Corporation through Riverlands Insurance Services, Inc. until the next scheduled Council Meeting on June 27th, 2017. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Stacey Cador/Vincent Rollo - Authorization to settle and pay the 3/25/17 claim with Sheryl Virgil of LaPlace, LA**

Stacey Cador stated, *"Administration recommends tabling this item until further notice."*

**MOTION:** Councilman Wright moved and Councilman Snyder seconded the motion to remove the authorization to settle and pay the 3/25/17 claim with Sheryl Virgil of LaPlace, LA from the agenda and have it replaced when it is ready. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

**Adjournment**

**MOTION:** Councilman Wright moved and Councilwoman Remondet seconded the motion to adjourn the finance meeting. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.