

FINANCE COMMITTEE MINUTES

April 23rd, 2013

Chairman Jaclyn Hotard

Vice-Chairman Art Smith

Members: Lucien Gauff, III, Jaclyn Hotard, Art Smith, Ranney Wilson, Lennix Madere, Marvin Perrilloux, Michael Wright, Larry Snyder, Cheryl Millet

PRESENT: Lucien Gauff, III, Marvin Perrilloux, Larry Snyder, Michael Wright, Jaclyn Hotard, Ranney Wilson, Lennix Madere, Cheryl Millet, Art Smith

ABSENT:

BID OPENING REPORT/AWARDS:

Randy Vincent - Bid Opening - Reverse Osmosis Unit Membrane Filters

Randy Vincent, CFO, stated, "

MOTION: Councilman moved and Councilman seconded the motion to take the bids for Reverse Osmosis Unit Membrane Filters under advisement. The motion passed with

Theresa Rodgers - Authorization to execute a contract for engineering services for the Reserve Area Drainage Project to Shread-Kuyrkendall & Associates, Inc.

Theresa Rodgers, CAO, stated, "*This project is funded through a FEMA/GOHSEP Hazard Mitigation Grant from Gustav/Ike for \$2.5 million. Shread-Kuyrkendall & Associates, Inc. received the top score from the source selection committee and is being recommended for award. Based on the engineering curve approved by the council, the estimated contract amount is \$245,725.95.*"

MOTION: Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to execute a contract for engineering services for the Reserve Area Drainage Project to Shread-Kuyrkendall & Associates, Inc. The motion passed with Councilman Smith absent.

Theresa Rodgers - Authorization to execute an agreement with C.J. Savoie Consulting Engineers, Inc. for engineering services to elevate the electrical building and facilities at Ruddock Station No. 1 and Ruddock Station No. 3

Theresa Rodgers, stated, "*Administration requests removing this item from the agenda until all requirements for FEMA reimbursement have been met.*"

Jobe' Boucvalt - Authorization to execute a Cooperative Endeavor Agreement with South Central Planning and Development Commission for administration of the Department of Homeland Security/GOHSEP Grant Number 2010-SS-TO-0043

Jobe' Boucvalt, Director of Public Safety, stated, "This grant for \$78,759.00 from 2010 was administered by South Central Planning (SCP) for emergency response and communication items for the parish. It was completely funded with federal monies and this CEA allows the parish to take possession and ownership of the items purchased on its behalf. Administration recommends approval."

MOTION: Councilman Perrilloux moved and Councilman Wilson seconded the motion to grant administration authorization to execute a Cooperative Endeavor Agreement with South Central Planning and Development Commission for administration of the Department of Homeland Security/GOHSEP Grant Number 2010-SS-TO-0043. The motion passed with Councilman Smith absent.

Jobe' Boucvalt - Authorization to execute a Cooperative Endeavor Agreement with the St. John the Baptist Parish Sheriff's Office regarding Department of Homeland Security/GOHSEP Grant-funded batteries

Jobe' Boucvalt stated, "Authorization is also requested to enter into a CEA with the St. John Sheriff's Office to allow them to take possession and ownership of batteries valued at \$24,161.18 purchased through the previously referenced grant."

MOTION: Councilman Wilson moved and Councilwoman Hotard seconded the motion to grant administration authorization to execute a Cooperative Endeavor Agreement with the St. John the Baptist Parish Sheriff's Office regarding Department of Homeland Security/GOHSEP Grant-funded batteries. The motion passed with Councilman Smith absent.

Torri Buckles - Authorization to enter into a Cooperative Endeavor Agreement for three years with the Louisiana Department of Economic Development for technical assistance training through the Small and Emerging Business Development Program

Torri Buckles, EDC, stated, "LED has authorized funding in the amount of \$27,000 through the Small and Emerging Business Development Program (SEBD) to increase the viability and competitiveness of small businesses. The program provides entrepreneurial training with program outcomes measured by the number of firms served, the creation and retention of more jobs in the Parish, increased access to capital for entrepreneurs and small business owners, and an improvement in the small business survival rate in the Parish. Administration recommends approval of this Agreement."

MOTION: Councilman Wright moved and Councilman Gauff seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement for three years with the Louisiana Department of Economic Development for technical assistance training through the Small and Emerging Business Development Program. The motion passed with Councilman Smith absent.

Torri Buckles - Authorization to enter into a contract with the Louisiana Small Business Development Center Greater New Orleans Region for implementation of the Small and Emerging Business Development Program in a not-to-exceed amount of \$43,000

Torri Buckles stated, "This agreement with the Louisiana Small Business Development Center is for one year and will render technical assistance including workshops, an entrepreneurial training course, and other activities in connection with the Small and Emerging Business Development Program. The program will be partially funded by LED and the Economic Development Department. Administration recommends approval."

MOTION: Councilman Wright moved and Councilman Perrilloux seconded the motion to grant administration authorization to enter into a contract with the Louisiana Small Business Development Center Greater New Orleans Region for implementation of the Small and Emerging Business Development Program in a not-to-exceed amount of \$43,000. The motion passed with Councilman Smith absent.

Torri Buckles - Authorization to enter into a no-cost office sharing agreement with South Central Louisiana Technical College-River Parishes Campus for training facilities for implementation of the Small and Emerging Business Development Program

Torri Buckles stated, "The South Central Louisiana Technical College - River Parishes Campus will provide office and classroom space for the Business Training Center. This is a no-cost agreement and Administration recommends approval."

MOTION: Councilman Gauff moved and Councilman Wilson seconded the motion to grant administration authorization to enter into a no-cost office sharing agreement with South Central Louisiana Technical College-River Parishes Campus for training facilities for implementation of the Small and Emerging Business Development Program. The motion passed with Councilman Smith absent.

Stacey Cador - Authorization to award the Parish's Pollution policy to Illinois Union Insurance Company (Ace USA)

Stacey Cador, Department of Health & Human Services, stated, "Only one proposal was received for the parish's insurance policies and compared to last year's pricing there is a 4% increase in overall costs. Administration requests authorization to award the Pollution Insurance Policy to Illinois Union Insurance Company (Ace USA) through Riverlands Insurance Services, Inc. for a total premium of \$70,481.00 for a term of three years."

MOTION: Councilman Wright moved and Councilman Madere seconded the motion to grant administration authorization to award the Parish's Pollution policy to Illinois Union Insurance Company (Ace USA). The motion passed with 7 yeas, 1 abstaining (Hotard) and 1 absent (Smith).

Stacey Cador - Authorization to award the Parish's Commercial Property Policy to AmRisc through Riverlands Insurance Services, Inc.

Stacey Cador stated, "Administration requests authorization to award the Commercial Property Insurance Policy to AmRisc through Riverlands Insurance Services, Inc. for an annual premium rate of \$305,994.25."

MOTION: Councilman Gauff moved and Councilman Snyder seconded the motion to grant administration authorization to award the Parish's Commercial Property Policy to AmRisc through Riverlands Insurance Services, Inc. The motion passed with 6 yeas, 2 abstaining (Hotard & Millet) and 1 absent (Smith).

Councilman Smith arrived at 6:10 PM.

Stacey Cador - Authorization to renew the Parish's Inland Marine and Crime Policy with Southern Insurance (Republic Group) through Riverlands Insurance Services, Inc.

Stacey Cador stated, "Administration requests authorization to renew the Inland Marine and Crime Insurance Policy with Southern Insurance (Republic Group) through Riverlands Insurance Services, Inc. for an annual premium rate of \$20,588.00."

MOTION: Councilman Snyder moved and Councilman Gauff seconded the motion to grant administration authorization to renew the Parish's Inland Marine and Crime Policy with Southern Insurance (Republic Group) through Riverlands Insurance Services, Inc. The motion passed with 7 yeas and 2 abstaining (Hotard & Millet).

Stacey Cador - Authorization to award the Parish's Package policy to Atlantic Specialty Insurance (One Beacon Group) through Riverlands Insurance Services, Inc.

Stacey Cador stated, "Administration requests authorization to award the Parish's Package Insurance Policy to Atlantic Specialty Insurance through Riverlands Insurance Services, Inc. This policy consists of commercial general liability, commercial automobile, excess liability, and public officials' liability coverage. The annual premium is \$455,571.00."

MOTION: Councilman Wright moved and Councilman Snyder seconded the motion to grant administration authorization to award the Parish's Package policy to Atlantic Specialty Insurance (One Beacon Group) through Riverlands Insurance Services, Inc. The motion passed with 7 yeas and 2 abstaining (Hotard & Millet).

Angelic Sutherland - Authorization to award Code Enforcement contracts

Angelic Sutherland, Director of P&Z, stated, "This is obviously sponsored by administration because we make the recommendation but the contracts are awarded to the council. We did prior to this meeting provide our recommendations for the four code officers that we were recommending and that was based on our interview process and in addition to that we provided the scoring for the top six. So at this point it is really up to the council if you are going to accept our recommendations or if you are going to go with your own."

Councilman Wilson stated, "I would like to make a motion to accept administration's recommendation."

Councilwoman Millet stated, "That motion dies for lack of a second."

Councilman Gauff stated, "I would like to make a motion to accept Edgard Clay. My motion is to do them individually and we will vote, discuss or not vote."

Councilwoman Hotard stated, "I second the motion to enter into a contract with Edgard Clay for code enforcement officer."

Councilwoman Millet stated, "I am sorry I am not going to be able to vote on this one way or the other. I have no information regarding any of this. I didn't receive any information."

MOTION: Councilman Gauff moved and Councilwoman Hotard seconded the motion to award the contract of Code Enforcement Officer to Edgard Clay. The motion passed with 8 yeas and 1 abstaining (Millet).

Councilwoman Hotard stated, "I would like to offer a motion that we enter into a contract with Lewis Grady for Code Enforcement Officer."

MOTION: Councilwoman Hotard moved and Councilman Wright seconded the motion to award the contract for Code Enforcement Officer to Lewis Grady. The motion passed with 8 yeas and 1 abstaining (Millet).

Councilman Perrilloux stated, "I would like to offer a motion that we enter into a contract with Brenda Young for Code Enforcement Officer."

MOTION: Councilman Perrilloux moved and Councilwoman Hotard seconded the motion to award the contract for Code Enforcement Officer to Brenda Young. The motion passed with 8 yeas and 1 abstaining (Millet).

Councilman Madere stated, "I would like to offer a motion that we enter into a contract with Pat Balensaw for Code Enforcement Officer."

MOTION: Councilman Madere moved and Councilman Snyder seconded the motion to award the contract for Code Enforcement Officer to Pat Balensaw. The motion passed with 7 yeas, 1 abstaining (Millet) and 1 against (Gauff).

Any and all other financial concerns

There were no other financial concerns at this time.

Adjournment

MOTION: Councilman Wright moved and Councilwoman Hotard seconded the motion to adjourn. The motion passed unanimously.