

FINANCE COMMITTEE MEETING
November 12th, 2019
Chairman Kurt Becnel
Vice-Chairman Julia Remondet

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

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

ABSENT: Jaclyn Hotard Gaudet, Julia Remondet, Marvin Perrilloux

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

Natalie Robottom/Joseph Savoie - (Tabled 09-24-19) Authorization to terminate the contract with C&S Consultants, Inc. for the West Bank WWTP Tank Rehabilitation Project

MOTION: Councilman Snyder moved and Councilman Malik seconded the motion to remove the authorization to terminate the contract with C&S Consultants, Inc. for the West Bank WWTP Tank Rehabilitation Project from the TABLE. The motion passed with Councilwomen Hotard, Remondet and Councilman Perrilloux absent.

Natalie Robottom stated, "C & S has been under contract for design of improvements to the West Bank Waste Water Treatment Plant for nearly 2 years. Based on a meeting with the Design Engineers, Parish Engineer and Assistant Director of Utilities, it was determined that the design as completed is cosmetic in nature and would not improve functioning of the plants. Additionally, the projected costs exceeded the available funds and would be better spent on a consolidation plan (oxidation pond) for the West Bank. Based on this discussion and consultation with the Parish Engineer, a recommendation was made to pay the outstanding invoice for work completed and terminate the agreement. Everyone in the meeting agreed to this path forward. Administration recommends terminating the Professional Services Agreement with C&S Consultants, Inc. in accordance with the Termination for Cause clause in the original agreement executed on October 6, 2017."

MOTION: Councilman Snyder moved and Councilman Malik seconded the motion to grant administration authorization to terminate the contract with C&S Consultants, Inc. for the West Bank WWTP Tank Rehabilitation Project. The motion passed with Councilwomen Hotard, Remondet and Councilman Perrilloux absent.

Natalie Robottom - (Tabled 10-08-19) Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Sheriff's Office for use of the Percy Hebert Building

This item was left on the table until DA response from Attorney General.

Councilwoman Hotard Gaudet arrived to the meeting at 6:04 PM.

Natalie Robottom - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with Parishes Advocating for Coastal Endurance, Inc. (PACE) for the support of research, outreach and education to the citizens of St. John the Baptist Parish on issues affecting the natural resources of the Parish

Natalie Robottom stated, "Approval of this draft CEA is one of the first steps in creating an organization of the twenty (20) coastal parishes to advocate for funding for coastal endurance. The CEA commits the Parish to an annual amount of \$5,000 to support PACE operations and to educate and propose solutions at both the State and Federal levels. This CEA compliments Resolution 19-27 introduced by Councilman Malik on the agenda for the regular meeting. Moving forward with PACE is dependent upon commitments to fund the organization by all member parishes. This will be funded through the General Fund Budget. Counsel for review and Administration recommends approval."

MOTION: Councilman Sorapuru moved and Councilman Snyder seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement (CEA) with Parishes Advocating for Coastal Endurance, Inc. (PACE) for the support of research, outreach and education to the citizens of St. John the Baptist Parish on issues affecting the natural resources of the Parish. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Verdell Kendrick - Authorization to solicit bids for the 2020 Asphalt Road Improvements

Verdell Kendrick stated, "This is an annual bid and the administration recommends approval."

MOTION: Councilman Madere moved and Councilman Wright seconded the motion to grant administration authorization to solicit bids for the 2020 Asphalt Road Improvements. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Verdell Kendrick - Authorization to solicit bids for the 2020 Removal & Replacement of Concrete Sidewalks, Driveways and Street Sections

Verdell Kendrick stated, "This is also an annual bid and administration recommends approval."

MOTION: Councilman Madere moved and Councilman Wright seconded the motion to grant administration authorization to solicit bids for the 2020 Removal & Replacement of Concrete Sidewalks, Driveways and Street Sections. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Reed Alexander - Authorization to enter into an Intergovernmental Lease Agreement with the Port of South Louisiana for property adjacent to the Lions Water Treatment Plant

Reed Alexander stated, "This Agreement allows the Parish to lease approximately 2.2 acres of immovable property located at 2070 Hwy 44 in Reserve owned by the Port of South Louisiana. The lease is for the sole purpose of expanding and upgrading the Lions Water Treatment Plant and the lease amount is \$1,000 annually for 85 years. This is the longest time allowed for a lease by the Port. The cost of the lease will be funded through the Utilities Department. The Agreement was sent to Legal Counsel for review and Administration recommends approval."

MOTION: Councilman Sorapuru moved and Councilman Madere seconded the motion to grant administration authorization to enter into an Intergovernmental Lease Agreement with the Port of South Louisiana for property adjacent to the Lions Water Treatment Plant. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Rhonda Lemons - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the River Parishes Transit Authority to utilize the St. John the Baptist Parish Council Chambers

Natalie Robottom stated, "This CEA is for the use of the Council Chambers and/or designated common areas to conduct monthly and special RPTA meetings. The CEA was approved by RPTA and a copy was sent to Legal Counsel for review. Administration recommends approval."

MOTION: Councilman Sorapuru moved and Councilman Madere seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement (CEA) with the River Parishes Transit Authority to utilize the St. John the Baptist Parish Council Chambers. The motion passed with Councilwoman Remonet and Councilman Perrilloux absent.

Travis Perrilloux - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Pontchartrain Levee District for the 2019 Festival of the Bonfires

Travis Perrilloux stated, "This CEA is required for the Festival of the Bonfires. The insurance requirement will be satisfied with a \$2M policy at a cost of \$5,000. The fee is for the insurance policy, not a payment for participation. The CEA was sent to Legal Counsel for review and was deemed legally sufficient. Administration recommends approval."

MOTION: Councilman Madere moved and Councilwoman Hotard Gaudet seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Pontchartrain Levee District for the 2019 Festival of the Bonfires. The motion passed with Councilwoman Remonet and Councilman Perrilloux absent.

Robert Figuero - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the River Parishes Convention, Tourists, and Visitors Commission for the management and promotion of the St. John Community Center

Robert Figuero stated, "This CEA will allow the Tourist Commission to continue managing and promoting the St. John Center Soundstage. In exchange for their services, the Tourist Commission will be compensated through the Community Center fund at a rate of 20% of the revenues generated by approved contracted events. The CEA was sent to Legal Counsel for review and Administration recommends approval."

MOTION: Councilman Snyder moved and Councilman Sorapuru seconded the motion to TABLE the authorization to enter into a Cooperative Endeavor Agreement (CEA) with the River Parishes Convention, Tourists, and Visitors Commission for the management and promotion of the St. John Community Center. The motion passed with Councilwoman Remonet and Councilman Perrilloux absent.

Robert Figuero - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with South Central Planning & Development Commission to conduct a Water Meter Reconciliation Study parish wide

Robert Figuero stated, "This CEA is for water meter reconciliation with Entergy accounts at a cost of \$35,000 which will be funded by the Utilities Fund. The CEA was sent to Legal Counsel for review and Administration recommends approval."

MOTION: Councilman Madere moved and Councilman Snyder seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement (CEA) with South Central Planning & Development Commission to conduct a Water Meter Reconciliation Study parish wide. The motion passed with 6 yeas, 2 absent (Remondet, Perrilloux) and 1 abstaining (Hotard Gaudet).

Stacey Cador - Authorization to renew the flood insurance for the West Bank Senior Citizens Center with Selective Insurance Company of the Southeast

Stacey Cador stated, *"This renewal through Riverlands Insurance Services, Inc. is at an annual premium of \$2,215 which reflects an increase of \$137 over the expiring premium. The premium will be funded through the Senior Citizens Fund and Administration recommends approval."*

MOTION: Councilman Madere moved and Councilman Sorapuru seconded the motion to grant administration authorization to renew the flood insurance for the West Bank Senior Citizens Center with Selective Insurance Company of the Southeast. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Stacey Cador - Authorization to award the Parish's Group Life Insurance to Sun Life Financial

Stacey Cador stated, *"Sun Life Financial was the only proposal received by the Source Selection Committee. The group life insurance policy provides basic life and AD&D to employees of the Parish, Library and Assessor's Office. The annual premium of \$87,003 is funded through allocations from the General Fund, Public Works, Utilities, Wastewater, Library and the Assessor's Office. Administration recommends approval."*

MOTION: Councilman Sorapuru moved and Councilman Snyder seconded the motion to grant administration authorization to award the Parish's Group Life Insurance to Sun Life Financial. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Stacey Cador/Robert Figuero - Authorization to award the Parish's Group Health Insurance to Humana

Stacey Cador stated, *"Humana ranked first out of three proposals received by the Source Selection Committee. This policy reflects a 3.9% decrease over the expiring premium and will be funded through Departmental Funds and payroll deductions. Administration recommends approval."*

MOTION: Councilman Snyder moved and Councilman Sorapuru seconded the motion to grant administration authorization to award the Parish's Group Health Insurance to Humana. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Thomas Malik - Discussion and consideration of contract amendment No. 1 between St. John the Baptist Parish Council and C.J. Savoie Consulting Engineers, Inc.

Councilman Malik stated, *"Oh, with the contract for C.J., has it been submitted for signatures yet, where's it at?"*

LaVerne Toombs stated, *"It was submitted to the Council Secretary."*

Councilman Malik asked, *"So, she's got it ready for signature?"*

LaVerne Toombs stated, "That's a question you would have to ask your Council Secretary. Contract was forwarded..."

Councilman Malik interrupting asked, "Well what condition did yawl submit it to her in?"

LaVerne Toombs stated, "The contract that was submitted to us by Mr. Savoie."

Councilman Malik stated, "Ok. Has legal seen it?"

LaVerne Toombs stated, "Again, that's a question you have to ask..."

Councilman Malik interrupting stated, "Yeah that's why I'm asking huh, not now huh, alright. It's 1830."

Councilman Snyder asked, "1830, is Mr. Savoie here?"

Councilman Malik stated, "Yeah."

Councilman Snyder stated, "To give us some light on this."

Councilman Becnel stated, "After recess."

MOTION: Councilman Snyder moved and Councilman Madere seconded the motion to adjourn to move into the Council meeting. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

MOTION: Councilman Malik moved and Councilman Snyder seconded the motion to go back into the Finance meeting. The motion passed with Councilwoman Remondet and Councilman Perrilloux absent.

Councilman Malik asked, "Mr. Green, have yawl been submitted a copy of the contract from the Parish to C.J. Savoie Consulting?"

Good Evening, Keith Green with the District Attorney's office. Yes, we have and on October 24th of this year, my office advised the Council Secretary, Ms. Jackie Landeche, that the amendment to that contract between St. John the Baptist Parish Council and C.J. Savoie, was legally sufficient and could be presented to you all for consideration and discussion."

Councilman Malik stated, "Thank you."

Keith Green stated, "Very welcome."

Councilman Snyder asked, "Since that's been done, what's our next step? Has it been sent to the Administration? I hear that's where they got it going. What we're saying we don't know what the next step is? Huh!"

Natalie Robottom stated, "No I think that next is for you'll to put it on the agenda and approve it."

Councilman Snyder asked, "Ma'am?"

Natalie Robottom stated, "That's what I would imagine."

Councilman Snyder stated, "Is to approve! Ok and the next step is to bring it to

us?"

Natalie Robottom stated, "Yeah, bring it to the Council."

Councilman Snyder stated, "Yeah, okay."

Natalie Robottom stated, "We haven't seen it, I guess. And yawl didn't know where it was either."

Councilman Snyder asked, "You haven't seen it at all?"

Natalie Robottom stated, "No Sir, I don't know what they approved but it was my understanding that..."

Councilman Snyder asked, "Mrs. Toombs have you seen it?"

LaVerne Toombs stated, "Yes, I did see the contract, it came through our administration not in our regular template. They submitted it like their original contract, not in our templet, which you all then approved not in our template."

Councilman Snyder asked, "So what we sent to the DA office must be in the right format if they approved. Wouldn't you say so?"

LaVerne Toombs stated, "No Sir, I would not say so."

Councilman Snyder asked, "Why not?"

LaVerne Toombs stated, "Because it was not in our template that was approved by the DA's Office. The normal template that we put together for our contracts and was approved by the DA's Office. It is something that they put together."

Natalie Robottom stated, "So since it has been approved, just forward it to us and obviously it needs to go on the next agenda, if that is what you all want to do."

Councilwoman Hotard Gaudet asked, "I have a question for legal, since it wasn't in the template?"

Keith Green Jr. stated, "No it was not in the template. It was my understanding that the administration was provided a copy of the contract, of the amendment and administration refused to format it to the template because apparently you all approved the original agreement, not in that template form and so the administration forwarded the amendment to the Council Secretary. The Council Secretary forwarded it to us, we reviewed it, we provided an email to the Council Secretary letting her know it was legally sufficient she could forward it to the administration for execution because it was my understanding that this board, the council had already approved this amendment pending legal review, now you guys might want to check your minutes to verify that but that is what I recall from that meeting. So, it was my understanding the amendment, once it was named legally sufficient, we return it to the Council Secretary, she forwards it to the administration and the parish president then executes it."

Councilwoman Hotard Gaudet asked, "So, the contract will still be approved in that format as long as it meets the same legal sufficiency?"

Keith Green, Jr. stated, "That is correct. You guys have approved other

agreements that are not in our format, maybe one of the CEA's from tonight that were prepared by different attorneys, I don't know if they are."

Natalie Robottom stated, "Obviously there is a reason for that in the past we couldn't change the format. If the original agreement was in a non-approved format when we attempted to change the amendment to meet the requirements, we were told that we couldn't. So, we didn't. You can't amend a document and change the entire document, so we didn't put it in the parishes template, we left it in the same state that the first one was presented in, the original agreement."

Councilman Snyder stated, "You know I might be naïve, but the contract was approved, the total contract was approved and we want to add an amendment to it, it is just an amendment, it is a roman numeral that you put in some place."

Natalie Robottom stated, "It is a little bit more than that."

Councilman Snyder stated, "I understand that but as far as they are concerned you are not changing the entire contract, you are just giving them more responsibility and if they agree to it and the administration agrees to it why can't we just write it in there and sign it. How can it make that much of a difference in a small amendment like that?"

Natalie Robottom stated, "Actually I think it is a separate document, so you are right that is not unusual that is what we do for all of them. An amendment to a contract follows a basic format as well. You know you have to reference the original one, it was the document submitted by the engineer. So, again it is a separate document which was totally from my understanding a different scope of work. It is not the parish engineer, it is a different thing for drainage or something totally different."

Councilman Snyder stated, "As long as we have been talking about this administration should have done this because this has been out there a long time and we have been very clear on what we are trying to do."

Natalie Robottom stated, "I think all we need is for your secretary to forward it to us."

Councilman Snyder stated, "Alright, our chairman can take care of that."

Adjournment

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

The meeting can be viewed in its entirety at www.sjbparish.com.