

**FINANCE COMMITTEE MINUTES**  
**March 24, 2009**  
**Chairman Steve Lee**  
**Vice-Chairman Charles Julien**

Members: Haston Lewis, Danny Millet, Charles Julien, Jaclyn Hotard, Darnel Usry, Ronnie Smith, Cheryl Millet, Dale Wolfe, Steve Lee

**PRESENT:** Danny Millet, Cheryl Millet, Darnel Usry, Steve Lee, Haston Lewis, Ronnie Smith, Charles Julien

**ABSENT:** Dale Wolfe and Jaclyn Hotard

**BID OPENING REPORT/AWARDS:**

**Bid Openings**

**Paul Oncale - Proposals for Parish's Property, General Liability and Casualty Insurance**

Paul Oncale, Director of Public Safety, stated, "This afternoon we received a proposal for the parish's general liability, property and casualty insurance. There was only one proposal received from Riverlands Insurance Agency in LaPlace, Louisiana. The proposal was in the amount of \$821,929.00. Administration is requesting that we take this under advisement."

**MOTION:** Councilman Lewis moved and Councilman Millet seconded the motion to take the one proposal received from Riverlands Insurance Agency in the amount of \$821,929.00 for the parish's property, general liability and casualty insurance under advisement. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Brenda Labat - Terrio Drive drainage improvements**

Paul Oncale stated, "We also opened bids this afternoon on the Terrio Drive improvement project. There were two bids received. The first bid was from Philway Construction, License #27364, bid bond was enclosed and the base bid amount was \$294,425.00. The second bid was from Lawson/Bonet Construction, License #39990, bid bond enclosed and the base bid amount was \$285,167.00. The administration is requesting that we take these under advisement."

**MOTION:** Councilman Millet moved and Councilman Julien seconded the motion to take the two bids for the Terrio Drive drainage improvements project under advisement. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Pat McTopy - (Tabled 3-10-09) Authorization to advertise for the lease of excess property at the West Bank Recreation Park for agricultural purposes**

**MOTION:** Councilman Julien moved and Councilman Lewis seconded the motion to remove the above mentioned item from the table. The motion passes with Councilwoman Hotard and Councilman Wolfe absent.

Pat McTopy, CAO, stated, "Since the last council meeting we have

received input from the residents in the community from the West Bank and based upon those comments we are recommending that we take this item off of the agenda and that we not proceed with any lease."

**MOTION:** Councilman Lewis moved and Councilman Julien seconded the motion that the above mentioned item be removed from the agenda. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Paul Oncale - Change Order #3 in the amount of \$14,987.50 for metal roof on new Animal Shelter**

Paul Oncale stated, "The new animal shelter is progressing well. We are about 75% completed right now, but we added a slight change. We decided to go with a metal roof which is more durable and longer lasting instead of the original shingle roof. That resulted in a change order increase in the amount of \$14,987.50 and administration recommends approval."

**MOTION:** Councilman Lewis moved and Councilwoman Usry seconded the motion to grant change order #3 in the amount of \$14,987.50 for a metal roof on the new Animal Shelter. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Paul Oncale - Request to advertise for bids for entire airfield lighting system replacement at Airport**

Paul Oncale stated, "This particular project has been on the books for a few years now. The FAA has the money now to fund it. It is about a \$600,000.00 project. The FAA will pay 95% of the share and the Louisiana DOTD Aviation division will pay the additional 5% share with zero local match. Administration recommends that we go out for bids."

**MOTION:** Councilman Millet moved and Councilwoman Millet seconded the motion to grant administration authorization to advertise for bids for entire airfield lighting system replacement at Airport. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Paul Oncale - Authorization to seek requests for qualifications for runway extension, widening, and safety improvements at Airport**

Paul Oncale stated, "This particular project is to lengthen the runway from 4,000 feet to 5,000 feet, widening the runway and also doing some additional safety improvements. This is an 8.2 million dollar project. We are trying to get this funded by stimulus money but right now we are just requesting that we go out for qualifications to seek an engineering firm to do these projects."

**MOTION:** Councilman Millet moved and Councilwoman Usry seconded the motion to grant administration authorization to seek requests for qualifications for runway extension, widening, and safety improvements at Airport. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Ray Rials/Ralph Bean - Change order #1 in the amount of \$104,832.00 for the Ruddock Well treatment system**

Ralph Bean, Director of Utilities, stated, "I am sure you all recognize

Mr. Ray Rials project manager for Montgomery Watson on this project. I will let him present these two requests."

Ray Rials, MWH, stated, "With the completion of the project with the ongoing operational facility there is a degree of confidence that it is operating well. We understand that the people are happy with the water. At this time we propose to you that you authorize change order #1, which is also the final change order. It is to clean up various items that were provided during construction that were improvements to the original design. The amount of increase to the contract without liquidated damages would be \$157,000.00 plus. However we have received from the contractor a commitment to reimburse the parish for liquidated damages for 210 days. Which is a reimbursement of \$52,000.00, with that we request your authorization for execution of the change order with DNO Contractors in the amount of \$104,832.00, which is approximately 3% of the original construction contract."

Councilman Julien asked, "How long have you been working on this?"

Ray Rials stated, "The construction phase has been going on for about 2 ½ years."

Councilman Julien asked, "What is the extra amount for?"

Ray Rials stated, "The additional 3%? The changes included installation assistance for bfd's at the upstream well to assist the well and the ro unit in operating together better to make sure that they understood what the other system was doing. There was the addition of a new valve to assist during startup. The original concept was during startup when you wasted water because you don't put the water in the system. There will be a disconnection of flanges and it would be flowing through there. During the construction phase it was requested that they add another valve to make that an automatic process. The other large item during construction was the installation of an automatic mixing and blending valve. The original design contained provisions for manually opening and closing valves to allow the water to blend and mix as needed prior to being treated for this filtration facility. During the construction phase, working with the operator, it became clear that this would be a great improvement and benefit to them to have that system automated too."

Ralph Bean stated, "Mr. Julien if I might, these were added as safety features and as additional reliability on the system that we thought were required for maintaining the system."

Councilman Smith asked, "Mr. Bean could you all do me a favor and Chuck since you are here also, it sounds to me like everything that we did was to improve the system but it was put in for safety features. My only request is that when we do a project of this magnitude can we up front look into doing all the safety features up front so we have the whole picture? Do you understand what I am saying? I am just thinking if we did that upfront we would have a true knowledge upfront of exactly how much this project is going to cost and we don't have to come back and do a \$100,000.00 change order. Thank you."

Ralph Bean stated, "Yes sir."

Councilman Lee stated, "If I might on behalf of the public and my fellow council members, we all recognize that this change order is being approved not only by the project engineer, the parish engineer, our utilities director and of course our parish president's administration, which is a good check and balance to satisfy me at least. I might add and I am sure I am speaking on behalf of this council that I am glad this project is being put in motion. I never say being put to bed because it is an ongoing piece of work, but I am glad that we have got it to this point and that the parish is enjoying a high quality service with our water system in LaPlace. Thank you."

**MOTION:** Councilman Smith moved and Councilwoman Usry seconded the motion to grant change order #1 in the amount of \$104,832.00 for the Ruddock Well treatment system. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Ray Rials/Ralph Bean - Request Certificate of Substantial Completion for the Ruddock Well treatment system**

Ray Rials stated, "With the approval of the change order and the authorization of additional funds, we request that you authorize us to provide the substantial completion of the facility. With the substantial completion comes a minor punch list of items that will be given to the contractor and he has 45 days to finalize those items. We request that you authorize the substantial completion."

**MOTION:** Councilman Smith moved and Councilwoman Millet seconded the motion to grant a Certificate of Substantial Completion for the Ruddock Well treatment system. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Pat McTopy - R09-04 - A Resolution authorizing an application for a grant from the Delta Regional Authority**

Councilman Lee stated, "I have had conversations with CAO McTopy as well as the council secretary. I am asking that this item be placed in new business on the regular council agenda."

**Brenda Labat - Authorization to amend the Generator Contract to add more generators**

Pat McTopy stated, "As a result of the two recent hurricanes, various directors have met and decided that it would be advantageous to provide for additional generators on standby and retain on hold for the parish at our beck and call. As you recall with the last hurricane we had to commandeer a couple of generators because we didn't have enough to run our sewer systems, pumps and etc. and in addition we had to also rent additional generators from other sources. So we critiqued that operation and we recommend that we amend the contract to provide for some additional generators for this upcoming hurricane season."

Councilman Julien asked, "How many generators do we have now?"

Pat McTopy stated, "We have twenty (20) under the existing contract. We were looking at getting 10-11 more, five (5) for the West Bank, three (3) for LaPlace and three (3) for Reserve."

Councilman Lewis asked, "How much do we pay per generator?"

Pat McTopy stated, "Roughly about \$4,000.00 per generator give or take. I am basing that on last year's contract for twenty (20) units at \$81,000.00."

**MOTION:** Councilman Smith moved and Councilman Millet seconded the motion to grant administration authorization to amend the Generator Contract to add more generators. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

**Any and all other financial concerns**

There were no other financial concerns.

**Adjournment**

**MOTION:** Councilwoman Millet moved and Councilman Smith seconded the motion to adjourn. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.