

FINANCE COMMITTEE MINUTES
April 14, 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, Steve Lee, Haston Lewis, Ronnie Smith, Charles Julien

ABSENT: Dale Wolfe, Darnel Usry, Jaclyn Hotard

BID OPENING REPORT/AWARDS:

Bid Openings:

Paul Oncale, Director of Public Safety, stated, "Mrs. Labat lost her voice and I am going to fill in for her. There was one proposal received today on an air curtain incinerator that we went out and advertised several weeks ago. There was only one firm that submitted a proposal, Crochet Equipment in the amount of \$14,000.00 a month."

Councilman Lee stated, "Mr. Oncale if I might, fellow council members some of these bid awards came in late. It might not show on your agenda. It is the chairs position to allow administration to open these bids."

Paul Oncale stated, "As stated earlier, the air curtain incinerator Crochet Equipment bid \$14,000.00 a month to operate this unit to burn all of our waste debris. Administration is requesting that we take this under advisement."

MOTION: Councilman Smith moved and Councilwoman Millet seconded the motion to take the one bid from Crochet Equipment in the amount of \$14,000.00 per month for an air curtain incinerator under advisement. The motion passed with Councilwoman Usry and Hotard and Councilman Wolfe absent.

Paul Oncale stated, "We also opened some bids this afternoon on work trucks for the parish. The first one was a ½ ton extended cab work truck. There were two companies that submitted bids. Hixson Autoplex in Alexandria bid \$17,434.00 on a 2009 Ford F150. Lamarque Ford in Kenner bid \$17,566.00. Mr. Chair I have three of them would you like me to take them one at a time?"

Councilman Lee stated, "Yes I think we should take them one at a time, especially since they weren't advertised on our agenda."

MOTION: Councilman Lewis moved and Councilman Millet seconded the motion to take the two bids on a 2009 Ford F150 one being from Hixson Autoplex in the amount of \$17,434.00 and the second from Lamarque Ford in the amount of \$17,566.00 under advisement. The motion passed with Councilwoman Usry and Hotard and Councilman Wolfe absent.

Councilwoman Usry arrived at 6:20 PM

Paul Oncale stated, "The next bid was on a regular cab work truck. Hixson Autoplex bid \$13,257.00 on a 2009 Ford Ranger and Lamarque Ford bid \$12,863.00 on a 2009 Ford Ranger. The administration requests that we take these under advisement."

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to take the two bids for a 2009 regular cab work truck from Hixson Autoplex in the amount of \$13,257.00 and Lamarque Ford in the amount of \$12,863.00 under advisement. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Councilman Smith asked, "Paul I notice that there are six names of companies on these forms, only two submitted. I just heard from Mr. Lee that this was not advertised. Was a letter request sent out or what was it?"

Paul Oncale stated, "They were advertised."

Councilman Lee stated, "I apologize Mr. Smith, what I meant is that you will notice on your agenda we had bid openings and we only had one bid award, but these came in late and they just needed to be opened and taken under advisement."

Councilman Smith stated, "I just wanted to make sure how we got these."

Paul Oncale stated, "Now we have a one ton regular cab work truck. Hixson Autoplex bid \$25,770.00 on a Ford F350. Lamarque Ford bid \$27,478.00 on a Ford F350. The administration recommends that we take these under advisement."

MOTION: Councilwoman Millet moved and Councilwoman Usry seconded the motion to take the two bids for a 2009 1 ton regular cab work truck one from Hixson Autoplex in the amount of \$25,770.00 and from Lamarque Ford in the amount of \$27,478.00 for a Ford F350 under advisement. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Councilwoman Millet asked, "I do realize that we are taking these under advisement but my concern is that why Ford since we do have dealerships here in our parish. I know we have a Ford dealership here and maybe they didn't put in a bid but I think that it is only fair that we should deal with people that are in our parish rather than outside."

Brenda Labat, Director of Purchasing, stated, "The local Ford dealer did submit a bid, but he did not bid the proper equipment. We were specific to the equipment we wanted and his bid couldn't even be considered because it wasn't proper."

Councilman Lee stated, "If I might, for those in the audience and at home. The reason Mrs. Millet was that a bid was submitted but it didn't follow form therefore it was in opposition to the public bid law. Would that be accurate Mrs. Labat?"

Brenda Labat stated, "Yes it is non responsive to what we asked for."

Councilman Lewis asked, "Did we check the state contracts?"

Brenda Labat stated, "Actually there is one other vehicle that we

requested, that we did advertise for and no vendor bid properly on that one. So I am going to go and check the state contract and see if we can't just go ahead and make a purchase on state contract with that vehicle."

Councilwoman Millet asked, "When we check the other vehicle that no one bid on, can we check the other vehicles as well through the state contract?"

Brenda Labat stated, "Yes we can. They are still under advisement. We haven't awarded anything."

Councilman Lee stated, "To clarify some of the issues here, as the chair said he allowed these to be taken under advisement tonight. By no means are we voting to approve any of these actions. We are just taking them under advisement. So that is a good question and I would like to recommend to administration that they take heed to the council members request here and see if perhaps state contract may be an option for us here."

Brenda Labat stated, "Yes we will. The option of advertising does allow local vendors to bid on it rather than just go directly to state contract."

Councilman Lee stated, "I am not trying to beat a dead horse, but what Mrs. Labat is saying here is that by going under and putting it out for bid it allows our local vendors, if they are not on state contract, it allows them to bid as long as they bid our specifications. So the way it is handled is an effort to assist our local vendors if they are or are not on state contract. Would that be accurate?"

Brenda Labat stated, "Yes."

Councilman Lee stated, "Than if you would keep that in mind administration, we would appreciate it."

Bid Awards:

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

Paul Oncale stated, "Several weeks ago one proposal was received from Riverlands Insurance Agency for the Parish's property, general liability and casualty insurance commencing tomorrow April 15th for one year. The original proposal was right at \$822,000.00. We met with Riverlands Insurance Agency and we fixed the policy a little bit, nothing drastic and we got it down to \$791,007.00 about a \$31,000.00 savings. Therefore administration recommends that we award the insurance contract to Riverlands Insurance Agency in the amount of \$791,007.00."

MOTION: Councilman Smith moved and Councilman Lewis seconded the motion to accept the one proposal received from Riverlands Insurance Agency in the amount of \$791,007.00 for the parish's property, general liability and casualty insurance. The motion passed 6 yeas, 2 absent (Hotard, Wolfe) and 1 abstaining (Lee). (* Note: During the council meeting when committee reports were ratified, Councilman Smith requested that his

vote be changed to an abstaining vote). The vote on the motion to accept the one proposal received from Riverlands Insurance Agency was corrected as follows: 5 Yeas, 2 Absent (Hotard, Wolfe) and 2 Abstaining (Lee, Smith)

Pat McTopy - Authorization to advertise for construction of the potable water ground storage tank

Pat McTopy, CAO, stated, "As part of the 2004/2005 bond issue, we had planned on putting two water storage tanks up. One elevated tank has been installed on the Airline near Frostop. This is the second of the two tanks. We would like to put a ground storage tank at the site of the NANO filtration unit off of Woodland Drive."

MOTION: Councilwoman Millet moved and Councilman Smith seconded the motion to authorize administration to advertise for construction of the potable water ground storage tank. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Pat McTopy - Authorization to execute a professional service contract with the Stuart Consulting Group for services in connection with the design of two fire stations as recommended by the LaPlace Fire Department

Pat McTopy, stated, "The LaPlace Fire Department in its desire to keep their fire rating and in fact lowering it at every chance that we can, in an effort to do that they would like to do some work at the Hemlock Street Station. In fact they would like to build a new station at that site. In that regard, they and administration have entered into discussions with Mr. Stuart's firm to do conceptual design plans ultimately leading up to design work at the Hemlock station and at another station with the site to be determined preferably between Montegut and River Forest Subdivision, to service that area or to better service that area."

Councilman Julien asked, "How old is the present fire station at Hemlock? How many do we have in the parish?"

Larry Marshall, LaPlace Fire Department, stated, "It is roughly 40 to 50 years old. It is multiple builds. It was originally built in the 50's. It was rebuilt in the 60's after a hurricane. It was added onto in the 80's. We are just trying to update and bring a new modern station into the 2010 year to house modern equipment."

Councilman Millet asked, "Don't you all have another building for your fire trucks at Hemlock?"

Larry Marshall stated, "We have a maintenance facility at that location. It is basically a warehouse that we house additional hoses and if we take trucks out of service, we store them there. We are actually looking at getting rid of that and getting a bigger station to house up to six trucks. It will really house three but it will be additional storage for future expansion."

Councilman Smith stated, "I don't have a problem supporting this item because I think it is going to help our fire rating. My only question

is the fire station on Woodland, is it being manned?"

Larry Marshall stated, *"At the present time no, it is not."*

Councilman Smith stated, *"So help me out here. Why is that one not being manned? Here is my concern. We have a fire station on Hemlock now. We want to dump this money that we have into building a new one, which I understand, respect and support. My question is what about the people living on Woodland or in that area back there that need fire protection also."*

Bill Hubbard, Parish President, stated, *"Ronnie and to answer Charles's previous question, there are 16 fire stations throughout the parish. We do not have the man power to man every single station, but we do have 24 hour protection 7 days a week. It is our goal to ultimately man them all. As of right now I think we have 25 or 26 full time fire fighters. We just do the best we can. Now as far as why this station or why that station, the Woodland Station is a much smaller station."*

Councilman Smith stated, *"Mr. Hubbard my concern on this issue is if we don't have enough man power to man the stations that we have, why we are building a new fire department between Montegut and River Forest if we don't have the power to man the ones that we have?"*

Bill Hubbard stated, *"Insurance ratings and as far as the specifics on why we need another station in a certain area that is an insurance rating requirement. This is something that has been needed for many years. We just haven't gotten to it. Actually we do not have the property for that station as of yet."*

Councilman Smith stated, *"I guess what I am saying sir is it is fine to put a station out between Montegut and River Forest but if we don't have the man power what good are we building for if no one are going to be there to man it? That is my only concern."*

Bill Hubbard stated, *"Ronnie a good point and it is well taken. All I can say is that this is one of those insurance rating deals. This is something that needs to be done to maintain or lower our insurance rating."*

Councilman Wolfe arrived at 6:27 PM

Councilman Julien asked, *"As we are talking about insurance rates, how much do we stand to save if we build the new fire stations and how much do you anticipate it costing?"*

Bill Hubbard stated, *"I don't have those numbers right now Charles. That is the reason why we are asking the council to allow us to go out so that we can get some preliminary designs and some cost figures."*

MOTION: Councilwoman Usry moved and Councilman Smith seconded the motion to grant administration authorization to execute a professional service contract with the Stuart Consulting Group for services in connection with the design of two fire stations as recommended by the LaPlace Fire Department. The motion passed with Councilwoman Hotard absent.

Pat McTopy - Authorization to enter into various agreements in connection with the Andouille Festival

Pat McTopy stated, "This is the second year that we have asked for authorization. Instead of coming to the council each time we have a band, tent renter or portable toilet agreement, we are asking that we be given authority to enter into these agreements."

MOTION: Councilwoman Usry moved and Councilwoman Millet seconded the motion to grant administration authorization to enter into various agreements in connection with the Andouille Festival. The motion passed with Councilwoman Hotard 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 passes with Councilwoman Hotard absent.