

FINANCE COMMITTEE MINUTES

October 23rd, 2012

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, Jaclyn Hotard, Lennix Madere, Marvin Perrilloux, Larry Snyder, Michael Wright, Art Smith, Cheryl Millet

ABSENT: Ranney Wilson

BID OPENING REPORT/AWARDS:

Randy Vincent, CFO, stated, "At 3:00 PM today we opened bids for the Automated Weather Observation System (AWOS) for the St. John Parish Airport. A total of two bids were received and opened as they were presented in accordance with our advertisement. The bidders offering prices are RMD Holdings Limited of Michigan with a price of \$296,670.00 and Vaisala, Inc. of Colorado with a price of \$227,322.00. The administration recommends taking these bids under advisement."

Councilwoman Millet asked, "I just wanted to make sure that the parish isn't responsible for this at this point in time, this is going through the Port and all of that?"

Randy Vincent stated, "Yes we are just responsible for administering the grant. It was initially filed under or through the parish so we will be responsible for seeing it through but there is no money coming from us."

MOTION: Councilman Wright moved and Councilman Snyder seconded the motion to take the two bids for the Automated Weather Observation System (AWOS) under advisement. The motion passed with Councilman Wilson.

Randy Vincent - Authorization to solicit bids for the sale of a modular wastewater treatment plant

Randy Vincent stated, "Due to inquiries about the remaining modular wastewater plant, Administration requests authorization to re-advertise the one plant with a minimum bid requirement of \$50,000.00."

MOTION: Councilman Snyder moved and Councilman Gauff seconded the motion to grant administration authorization to solicit bids for the sale of a modular wastewater treatment plant. The motion passed with Councilman Wilson absent.

Randy Vincent - Authorization to solicit annual bids for fuel, chemical and inventory supplies

Randy Vincent stated, "Administration requests authorization to advertise for annual bids for items such as: fuel, pumps, culverts, liquid chlorine, granular chlorine, warehouse sewer & water fittings, sulfur dioxide and maintenance services."

MOTION: Councilman Madere moved and Councilman Perrilloux seconded the motion to grant administration authorization to solicit annual bids for fuel, chemical and inventory supplies. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization to execute change order No. 1 with BLD Services, LLC in the amount of \$48,700 for an emergency force main repair on Central Avenue

Theresa Rodgers, CAO, stated, "Administration requests authorization to execute this change order for repairs to a deteriorated force main under Central Avenue to prevent collapse of the roadway."

MOTION: Councilman Gauff moved and Councilman Wright seconded the motion to grant administration authorization to execute change order No. 1 with BLD Services, LLC in the amount of \$48,700 for an emergency force main repair on Central Avenue. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization for a one-year contract extension for Affordable Residential Modifications, LLC for the Louisiana Office of Community Development's Housing Mitigation Program

Theresa Rodgers stated, "This and the next four contract extensions are needed as the parish enters the final stages of the environmental review for the home repair program. Environmental reviews began in July, 2012 and approval for construction is anticipated from the Office of Community Development by the end of the month."

Councilman Perrilloux asked, "Mrs. Rodgers that is from the Katrina/Gustav project?"

Theresa Rodgers stated, "It is not from Katrina but you are right it is from Gustav/Ike office of community development disaster recovery funds."

Councilman Perrilloux asked, "So you are saying that work will proceed in another month?"

Theresa Rodgers stated, "Yes we are hoping that by the first week in November we have approval to proceed with the actual construction."

Councilwoman Millet asked, "Mrs. Rodgers were any of these homes or plans effected by Isaac just recently or are they still okay to go as previously planned?"

Theresa Rodgers stated, "To my knowledge the 110 eligible homes were not affected by Isaac but that is a piece of information that the office of community development will want us to attest to but to our knowledge the original 110 established list of eligible homes are the same."

Councilwoman Millet asked, "Okay and it has just taken us this long to process the grants and get through everything?"

Theresa Rodgers stated, "Yes as you know when you have a 2 million dollar grant from the government there are many steps and stipulations in it. One of the most recent ones was the completion of the environmental review process and those have to be submitted to the state. A sample package is reviewed by the office of community development and once it is approved they give the okay for the construction to proceed but the supplies are in, we are ready to go with construction and we are hopeful that it is a 5-7 day turn around but certainly we are hoping by the beginning of November that we are ready to do the repairs."

Councilwoman Millet stated, "I am sure that these residents are ready too."

Councilman Snyder asked, "Are all the homes that were previously selected still get their homes repaired?"

Theresa Rodgers stated, "Yes sir the list of 110 homes that were determined to be eligible are the same list."

Councilman Snyder asked, "There is no way to lose eligibility is there?"

Theresa Rodgers stated, "The only mitigating factor might be and remember that this grant is only for exterior repair for roof, doorway and/or window damage caused by Hurricanes Gustav or Ike so the only factor might be like if someone for example might have had significant rood damage due to Isaac that could be a factor but to our knowledge that has not occurred with any of the 110 homes on the list."

Councilman Snyder asked, "Okay and if it has or if someone may have gotten their roof fixed would they just be eliminated from the list or will someone else that wasn't chosen be added to it because we are talking about things that happen in a hurricane that was 2-3 years ago and most people probably got their property mitigated by now and I was just wondering."

Theresa Rodgers stated, "The homes on this list were inspected and the work was defined in terms of the roof, window or exterior doorways so it was inspected and that need was determined in order for the home to be deemed eligible under this grant."

Councilman Snyder stated, "I understand that but they became eligible how long ago a year or maybe two years ago."

Theresa Rodgers stated, "I would say last fall to early spring."

Councilman Snyder asked, "What about the contractors? Are they still the same contractors?"

Theresa Rodgers stated, "Yes sir."

Councilman Snyder asked, "Have you all had any contact with the recipients of this grant and the contractors?"

Theresa Rodgers stated, "Yes sir."

Councilman Madere stated, "Mrs. Rodgers I think what Mr. Snyder was getting at, like he said it has been a few years and these people were added to this list of 110. I think what he was trying to get at was if someone may have roof damage and they couldn't wait and went and had it done will they be removed from the list?"

Theresa Rodgers stated, "Not if they had other damage and I do understand what you are saying and that is a valid point but it hasn't been that long since these homes were inspected. So if someone did have for example their roof repaired they had it done themselves within the last few months and they would have made a decision having known that they were eligible for roof repair funded by this grant to have done that themselves."

Councilman Smith stated, "I just have one comment. I know we have been doing this thing for a few years and since I have been on the board especially I have been having residents ask me when are we going to get these houses fixed and now I know you said by the beginning of the month and people are going to be looking for that so I am just advising you to try your very best to make sure that we meet that goal because when we tell them something and they are looking for that on the first of November they will be calling me asking me about it."

Theresa Rodgers stated, "That is an excellent point and I appreciate that."

Councilman Gauff asked, "Is it possible to get a copy of the list so that way we will know where we are at."

Theresa Rodgers stated, "We will send it again no problem."

MOTION: Councilman Gauff moved and Councilman Snyder seconded the motion to grant administration authorization for a one-year contract extension for Affordable Residential Modifications, LLC for the Louisiana Office of Community Development's Housing Mitigation Program. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization for a one-year contract extension for Chatmon Construction, LLC for the Louisiana Office of Community Development's Housing Mitigation Program

MOTION: Councilman Snyder moved and Councilwoman Millet seconded the motion to grant administration authorization for a one-year contract extension for Chatmon Construction, LLC for the Louisiana Office of Community Development's Housing Mitigation Program. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization for a one-year contract extension for Family Homes by Tommy and Sheila, Inc. for the Louisiana Office of Community Development's Housing Mitigation Program

MOTION: Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization for a one-year contract extension for Family Homes by Tommy and Sheila, Inc. for the Louisiana Office of Community Development's Housing Mitigation Program. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization for a one-year contract extension for E&L Construction and Real Estate, LLC for the Louisiana Office of Community Development's Housing Mitigation Program

MOTION: Councilman Madere moved and Councilman Wright seconded the motion to grant administration authorization for a one-year contract extension for E&L Construction and Real Estate, LLC for the Louisiana Office of Community Development's Housing Mitigation Program. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization for a one-year contract extension with Three Fold Consultants, LLC to perform inspections and cost assessment services associated with the Louisiana Office of Community Development's Housing Mitigation Program

Councilman Smith asked, "Mrs. Rodgers I understand this work has about 6 months left on it?"

Theresa Rodgers stated, "We are hoping that the construction is completed and the final inspection and the after photos can all be wrapped up in six months."

Councilman Smith stated, "Okay my only thing is I just didn't want them because I know there was some change in ownership of three fold and I just wanted to be sure when that contract is finished that they didn't try to sneak anything else on to that."

Theresa Rodgers stated, "No sir I can assure you that the scope of work is specific to the Housing Mitigation Program and once the 110 homes have their final construction inspection and photos done that will be the end of the scope of work."

MOTION: Councilman Gauff moved and Councilman Smith seconded the motion to grant administration authorization for a one-year contract extension with Three Fold Consultants, LLC to perform inspections and cost assessment services associated with the Louisiana Office of Community Development's Housing Mitigation Program. The motion passed with Councilman Wilson absent.

Theresa Rodgers - Authorization to enter into a Cooperative Endeavor Agreement with the Louisiana Department of Transportation & Development for the Federal Off-System Bridge Rehabilitation and Replacement program

Theresa Rodgers stated, "Administration requests authorization to renew this Cooperative Endeavor Agreement with DOTD to provide inspection services and funding for maintenance to our bridge program. This federal and state funded program is at no cost to the parish."

MOTION: Councilman Snyder moved and Councilman Gauff seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement with the Louisiana Department of Transportation & Development for the Federal Off-System Bridge Rehabilitation and Replacement program. The motion passed with Councilman Wilson absent.

Stacey Cador - Authorization to renew Professional Liability and General Liability Insurance for the Coroner's Office

Stacey Cador, Director of Human Resources, stated, "Administration requests authorization to renew the above referenced insurance with Lloyds of London through Riverlands Insurance Services, Inc. The cost is \$18,375.50 which reflects no change in premium from 2011."

MOTION: Councilman Wright moved and Councilman Madere seconded the motion to grant administration authorization to renew Professional Liability and General Liability Insurance for the Coroner's Office. The motion passed with 7 yeas, 1 absent (Wilson) and 1 abstaining (Hotard).

Any and all other financial concerns

There were no other financial concerns.

Adjournment

MOTION: Councilwoman Millet moved and Councilman Snyder seconded the motion to adjourn. The motion passed with Councilman Wilson absent.