

**FINANCE COMMITTEE MINUTES**  
**May 13, 2008**  
**Chairman Ronnie Smith**  
**Vice-Chairman Jaclyn Hotard**

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

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

**ABSENT:** None

**BID OPENING REPORT/AWARDS:**

**Brenda Labat - Recommendation relative to bids on concrete repairs**

Brenda Labat, Director of Purchasing, stated, "A couple of weeks ago we opened bids for our concrete, sidewalk and driveway repairs. J. Caldarera & Co. was the apparent low bidder. Administration requests to award this contract to J. Caldarera."

**MOTION:** Councilman Lee moved and Councilwoman Usry seconded the motion to grant the bid for concrete, sidewalk and driveway repairs to J. Caldarera & Co. The motion passed unanimously.

Brenda Labat asked, "Administration would like to request permission to go out for bids on concrete street repairs. That was not part of this, so we will now go out for this."

**MOTION:** Councilman Wolfe moved and Councilman Lewis seconded the motion to authorize administration to go out for bids on concrete street repairs. The motion passed unanimously.

**Paul Oncale - Authorization to request for proposals for debris monitoring and supervision**

Paul Oncale, Director of Public Safety, stated, "Currently we are advertising for proposals for emergency services and restoration in the event of a disaster within the parish. Now as the proposals come in and the firm that is selected, they cannot do their own monitoring, FEMA doesn't approve of this. It is sort of like having the fox guarding the hen house. So now we are asking for authorization to go out for proposals to get a firm to do the monitoring of the debris as it is disposed of."

Councilman Lewis asked, "Why can't we monitor it in house?"

Paul Oncale stated, "We don't have the resources to do that. You see it is not just an idea of counting truck loads of stuff. There is a lot of paper work to do and these firms are actually trained to do this. We never did do this in house. We have done it in the past before with other firms. So we want to go out for proposals to do the same. It is not going to cost the parish anything. We do not employ the services of this firm until we give them the notice to proceed. If there is a presidential declaration on disaster than FEMA reimburses you."

**MOTION:** Councilman Wolfe moved and Councilman Lee seconded the motion to grant administration authorization to request for proposals for debris monitoring and supervision. The motion passed unanimously.

**Pat McTopy - Request authorization to sign the contract for emergency generator services**

Pat McTopy stated, *"This would be a renewal of an existing contract with Castay Inc to provide emergency generators on stand by for our critical public buildings and sewer and water systems."*

**MOTION:** Councilwoman Hotard moved and Councilwoman Usry seconded the motion to grant administration authorization to sign the contract for emergency generator services (Castay Inc.). The motion passed unanimously.

**Pat McTopy - Request authorization to advertise for lease for mineral exploration of the following: Lot 1A East 11<sup>th</sup> Street (Mathieu Heights Subdivision) Lot 19 - Timbermill Subdivision - Garyville, LA**

Pat McTopy stated, *"The parish owns a lot in Timbermill Subdivision in Garyville and another one on the West Bank where one of the fire houses is. There is a company that is interested in doing mineral exploration in those two areas. Under state law they are required to publicly bid on the mineral rights. So we are required to do an official advertisement and receive proposals. This company is going to pay for the bid advertisement cost, etc. and they will be allowed to bid. Generally the royalty is a percentage of the production."*

**MOTION:** Councilman Lewis moved and Councilman Millet seconded the motion to grant administration authorization to advertise for lease for mineral exploration of the following: Lot 1A East 11<sup>th</sup> Street (Mathieu Heights Subdivision) Lot 19 - Timbermill Subdivision - Garyville, LA. The motion passed unanimously.

**Pat McTopy - Authorization to go out for bids for the construction of the new Animal Shelter**

Pat McTopy stated, *"The architect on the animal shelter has completed his plans and specifications. We have a representative here from Murray and Associates. We are requesting that we be authorized to begin bidding that project."*

**MOTION:** Councilwoman Hotard moved and Councilman Lewis seconded the motion to grant administration authorization to go out for bids for the construction of the new Animal Shelter. The motion passed unanimously.

**Any and all other financial concerns**

There were no other financial concerns.

**Adjournment**

**MOTION:** Councilwoman Millet moved and Councilman Millet seconded the motion to adjourn. The motion passed unanimously.

