

**FINANCE COMMITTEE MINUTES**  
**AUGUST 11<sup>th</sup>, 2015**  
**Chairman Lennix Madere**  
**Vice-Chairman Cheryl Millet**

Members: Lucien Gauff, III, Jaclyn Hotard, Art Smith, Ranney Wilson, Lennix Madere, Marvin Perrilloux, Michael Wright, Larry Snyder, Cheryl Millet

**PRESENT:** Larry Snyder, Lennix Madere, Marvin Perrilloux, Michael Wright, Art Smith, Jaclyn Hotard, Lucien Gauff, Ranney Wilson

**ABSENT:** Cheryl Millet

**BID OPENING REPORT/AWARDS:**

**Laverne Saulny - Bid Openings - Bucket Truck**

Laverne Saulny stated, *"The bids for the Bucket Truck were opened today at 3:00 PM in accordance with the advertisement. There was one bidder Altec Industries of Creedmoor, North Carolina. The administration recommends taking this one bid under advisement."*

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to take the one bid for the Bucket Truck under advisement. The motion passed with Councilwoman Millet absent.

Councilwoman Millet arrived to the Finance Meeting.

**Laverne Saulny - Authorization to advertise for bids for a Fuel Management System**

Laverne Saulny stated, *"Administration requests authorization to solicit bids for a Fuel Management System for parish vehicles and equipment. Use of a management system allows for better tracking of fuel and fuel usage by user and department."*

Councilwoman Hotard commented that she was very pleased to see this and thanked the administration for bringing this much needed tool to the parish.

**MOTION:** Councilwoman Hotard moved and Councilman Wright seconded the motion to grant administration authorization to advertise for bids for a Fuel Management System. The motion passed unanimously.

**Nykya Freemont - Authorization to renew the Parish Facilities Flood Insurance Policy**

Nykya Freemont stated, *"Administration recommends renewing flood insurance coverage for parish facilities with Seattle Specialty Insurance Services through Riverlands Insurance Services, Inc. The policy includes facilities located in Flood Zone AE including: Sewer Plant located on Woodland Drive, Association of Retarded Citizens, Council on Aging Building, and the REGALA Concession Stand and REGALA Gymnasium. The annual premium of \$18,714 is a \$1,156 or 6.5% increase over the expiring annual premium. Administration recommends approval."*

**MOTION:** Councilman Wilson moved and Councilman Snyder seconded the motion to grant administration authorization to renew the Parish Facilities Flood Insurance Policy. The motion passed with 8 yeas and 1 abstaining (Millet).

**Nykya Freemont - Authorization to increase the Property Coverage Insurance Policy at the Lions Water Plant**

Nykya Freemont stated, "Based on the advice of our insurance provider, updated assessments of new and old equipment at the Lions Plant were obtained from the Parish Engineer for insurance purposes. Subsequently, the request is to increase the property, casualty, and liability insurance for the facility from \$4,000,000 to \$8,000,000. The prorated premium increase is \$14,500.00 from August - December with a total yearly premium of \$32,814.00. Premiums are paid through the Utilities Fund."

**MOTION:** Councilman Wilson moved and Councilman Gauff seconded the motion to grant administration authorization to increase the Property Coverage Insurance Policy at the Lions Water Plant. The motion passed with 8 yeas and 1 abstaining (Millet).

**Nykya Freemont - Authorization to renew the Juvenile Probation Officers General Liability Insurance Policy**

Nykya Freemont stated, "Administration recommends renewing this liability insurance with Stone Oak Underwriters through Riverlands Insurance Services, Inc. This policy is necessary as the JPO's are not carried under the Parish's professional liability policy. The proposed annual premium is \$3,750, which is a \$984 increase over the expiring premium. Premiums are paid from the Juvenile Detention Budget."

**MOTION:** Councilman Snyder moved and Councilman Smith seconded the motion to grant administration authorization to renew the Juvenile Probation Officers General Liability Insurance Policy. The motion passed with 8 yeas and 1 abstaining (Millet).

**Nykya Freemont - Authorization to renew the Fire Departments Accident and Sick Insurance Policy**

Nykya Freemont stated, "Administration recommends renewal of this policy with National Union through Riverlands Insurance Services, Inc. with a total annual premium of \$58,510. This premium reflects an increase of \$1,250 over the expiring premium and will be funded through the Fire District Fund. The insurance commences on 9/16/15 and Administration recommends approval."

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to renew the Fire Departments Accident and Sick Insurance Policy. The motion passed with 8 yeas and 1 abstaining (Millet).

**Nykya Freemont - Authorization to renew the Fire Departments Worker's Compensation Insurance Policy**

Nykya Freemont stated, "Administration recommends renewal of this policy with LWCC through Riverlands Insurance Services, Inc. The renewal premium is \$247,501, which is a 29.4% reduction (or \$72,829) from the expiring premium. The reduction is due to a decrease in our Experience Modification or E-mod rate. Premiums are paid through the Fire District Funds."

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to allow the administration to renew the Fire Departments Worker's Compensation Insurance Policy. The motion passed with 8 yeas and 1 abstaining (Millet).

**Michael Coburn - Authorization to amend the contract with Hunt, Guillot, & Associates, LLC for CDBG Grants Management and Administrative Consulting Gustav/Ike**

Michael Coburn stated, "This amendment addresses two additional projects and a time extension for management of the Gustav/Ike CDBG Disaster Recovery Program. The two projects are the Application Phase for Inflow and Infiltration (I&I) Manhole Rehabilitation and Parish Generators. The total amount of the amendment is \$75,000, which is contingent upon approval by the Office of Community Development. Administration recommends approval."

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to amend the contract with Hunt, Guillot, & Associates, LLC for CDBG Grants Management and Administrative Consulting Gustav/Ike. The motion passed unanimously.

**Angelic Keller - Authorization to enter into a Cooperative Endeavor Agreement with St. John the Baptist Parish District Attorneys' Office for management of the Adjudicated Properties Program**

Angelic Keller stated, "This agreement allows for the District Attorney's Office to manage the adjudicated properties program. The agreement is being drafted by legal counsel and Administration recommends approval."

**MOTION:** Councilman Gauff moved and Councilwoman Hotard seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement with St. John the Baptist Parish District Attorneys' Office for management of the Adjudicated Properties Program. The motion passed unanimously.

**Adjournment**

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