

FINANCE COMMITTEE MINUTES
July 13th, 2010
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: Haston Lewis, Darnel C. Usry, Cheryl Millet, Steve Lee, Ronnie Smith, Danny Millet

ABSENT: Charles Julien, Dale Wolfe, Jaclyn Hotard

BID OPENING REPORT/AWARDS:

There were no bids.

Marie Brown-Mercadel – (Tabled 06-22-10) Recommendation for Code Enforcement

MOTION: Councilman Smith moved and Councilman Millet seconded the motion to remove the recommendation for Code Enforcement from the table. The motion passed with Councilwoman Hotard and Councilmen Wolfe & Julien absent.

Councilman Smith stated, "As I said a few weeks ago, I am not totally satisfied with the process here. Again it isn't my call on how administration does their hiring practices. So I am going to yield to administration on this. I am not in total agreement with the way it was done especially since it has to come to the council for approval that is why I tabled it to try to get a clearer picture on this. I have had some discussions with some council members about it and administration. I think I will have more discussion with Mrs. Robottom and Mrs. Mercadel at a later date about this to try to work on it."

Marie Brown-Mercadel, CAO, stated, "We did take a look at the interview process and the public works director made the recommendation for this applicant to be selected. There were a couple of individuals that participated in the scoring and interview of this applicant. We recognize that if we are going to be hiring for civil service or non-exempt employees that we would probably use a different kind of committee but for this contract employee we decided that we did approve the process that was undertaken to interview the position and accepted the recommendation from the director for who we hire."

MOTION: Councilman Smith moved and Councilman Millet seconded the motion to accept administration's recommendation for Code Enforcement. The motion passed with Councilwoman Hotard and Councilmen Wolfe & Julien absent.

Pat McTopy – Authorization to advertise for the sale of the two (2) package sewer treatment plants

Pat McTopy, CFO, stated, "As you are aware the parish installed some years back two fifty thousand gallon per day package sewer treatment plants at the River Road facility. They are not in use presently. As a result of the oil spill in the Gulf the parish has been approached by

individuals interested in purchasing these units. They sit in the foot print of the proposed expansion of the River Road treatment plant. So it is an ideal opportunity. We are requesting that we be authorized to advertise those treatment plants for sale."

Councilman Julien arrived at 6:08 PM.

MOTION: Councilman Lewis moved and Councilwoman Usry seconded the motion to grant administration authorization to advertise for the sale of the two (2) package sewer treatment plants. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Pat McTopy – Authorization to execute an amendment to the contract with Environmental Engineering for design services at the Edgard water treatment plant

Pat McTopy stated, "Presently the parish has a contract with Environmental Engineering to design improvements at the Edgard Water Treatment Plant essentially consisting of a new clarifier. We have been asked to build a bridge for the safety of the workers on the river."

Could not hear comments on cassette tape.

MOTION: Councilman Lewis moved and Councilman Smith seconded the motion to grant administration authorization to execute an amendment to the contract with Environmental Engineering for design services at the Edgard water treatment plant. The motion passed with 6 yeas, 2 absent (Hotard & Wolfe) and 1 abstaining (Lee).

Pat McTopy – Authorization to execute an amendment with Principal Engineering, Inc for the Greenwood Drive Bridge rehabilitation project

Pat McTopy stated, "As you recall back in December the council authorized the contract for Principal Engineering to design the bridge itself. There is a portion of Greenwood Drive, particularly from Carrollwood Drive to the bridge that is in dire need of rehabilitation."

Councilwoman Millet asked, "Mr. McTopy I just want to get clarification on this. This is the road from Carrollwood to the Greenwood Bridge and this is the design for the rehabilitation but this isn't going to start until the construction at LaPlace Elementary has reached a point where we won't destroy the new road?"

Pat McTopy stated, "Right thank you for bringing that up. That work will be coordinated with the school board work and with the letting out of school in the summer."

MOTION: Councilwoman Millet moved and Councilman Smith seconded the motion to grant administration authorization to execute an amendment with Principal Engineering, Inc for the Greenwood Drive Bridge rehabilitation project. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Pat McTopy – Authorization to execute an agreement with Principal Engineering for the water storage tank rehabilitation project

Pat McTopy stated, "

MOTION: Councilman Smith moved and Councilman Julien seconded the motion to grant administration authorization to execute an agreement with Principal Engineering for the water storage tank rehabilitation project. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Paul Oncale – Authorization for the Parish President or designee to execute a grant application and accept funding from the Federal Aviation Administration for the preparation of an airport action plan for the St. John Airport

Paul Oncale, Director of Public Safety, stated, "A while back the Parish and the Port of South Louisiana signed a cooperative endeavor agreement and since then the Port has been overseeing the operations of the airport. They recently consulted a firm to develop an action plan for the airport which will enhance further development of the airport and growth in the parish. It is a \$170,000.00 grant. As customary it is 95% federally funded and 5% state funded with no cost to the parish. Administration recommends approval."

Councilman Smith asked, "I am in total agreement. My only question is if the Port operates the airport why do we have to do it?"

Paul Oncale stated, "The FFA still recognizes the parish as the owner and only the owner can apply for the grant."

MOTION: Councilman Millet moved and Councilwoman Millet seconded the motion to grant authorization for the Parish President or designee to execute a grant application and accept funding from the Federal Aviation Administration for the preparation of an airport action plan for the St. John Airport. The motion passed with 6 yeas, 2 absent (Hotard & Wolfe) and 1 abstaining (Lee).

Marie Brown-Mercadel – Authorization to enter into an agreement with Rebowe & Associates to conduct a financial entrance audit for the current administration

Natalie Robottom, Parish President, stated, "This is not unusual for a new administration when they come in to get an analysis of where we are starting off in terms of where the other administration has ended. We are fortunate enough to have the 2009 audit. So we are asking for an analysis going from December until May. In that analysis what we are going to look at are the cash balances, liabilities as well as our personnel and forecasting out five years as well as making some recommendations to us with regards to our existing policies in terms of how we deal with finances and the ability to track those. The attached deliverables should be in your packet. I respectfully ask your approval that we have this done."

Councilman Millet stated, "Mrs. Robottom I read the agreement and it says that it will not exceed \$50,000.00."

Mrs. Robottom stated, "That is correct."

Councilman Smith stated, "I want to commend you for taking this step. I

think it is going to clear any doubts up that not only this administration may have but that the public may have and it will actually give your administration a fresh start to let everyone know exactly where we stand. I think it is a good idea to do."

MOTION: Councilman Julien moved and Councilman Smith seconded the motion to grant administration authorization to enter into an agreement with Rebowe & Associates to conduct a financial entrance audit for the current administration. The motion passed with Councilwoman Hotard and Councilman Wolfe absent.

Any and all other financial concerns

There were no other financial concerns at this time.

Adjournment

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