

Drainage Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
4:10 O'clock p.m.

1. Committee members recorded as present were: Mr. Jamie Ponville, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Myron Matherne, Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Ron Alcorn, Mr. Michael Dias.
2. Chairman Jamie Ponville recognized committee member Myron Matherne, who recommended appointing Police Juror Leroy Blanchard to the Bayou Chene Operational Advisory Committee. In reply Juror Leroy Blanchard accepted.
3. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT the committee approve appointing Leroy Blanchard to the Bayou Chene Operational Advisory Committee." The motion was unanimously adopted.
4. Chairman Jamie Ponville recognized the Assistant Parish Manager, who provided the committee with two (2) quotes for long reach excavator rentals for 1 and 2 years and the 1 yr. being the lowest. He stated that he has 4-5 projects that will extend about 7 months. He then mentioned that if any Juror has a major project that would require the piece of equipment to please inform him. He stated that there is no maintenance cost and he would recommend the 1 yr. rental. Committee member Chris Carter stated that the 1 yr. quote looks good but he would just have to look at the projects and get with those Jurors and see where the funding will come from,. The Assistant Parish Manager again asked that any Juror that has a project that requires this equipment to please get with him. In response, he stated that the Parish has to provide insurance through our policy that extends past three (3) months.
5. The Assistant Parish Manager stated that they went out and surveyed the 8x8 construction decks at Huey St., Day Springs, La Dock and Belle River Pumps. He stated that he viewed some other decks in different locations and they were 6x6 made of all galvanized and last a long time. He stated that he received a price of \$7,615 per unit, 8x8 deck, painted and ready to be installed. He stated that he's looking at longevity and it can be attached to the existing deck. Following a brief discussion, the Secretary-Treasurer requested that when the cost is submitted, know how many decks there will be to determine the appropriate bid action.
6. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, THAT, the committee approve moving item #1 from the Engineering/Grants Committee to the Drainage Committee." The motion was unanimously adopted.
7. Chairman Jamie Ponville recognized Jacob Loeske, GIS Engineer, who gave a brief update on the LWI Project, Cancienne Canal Project. He stated that he had discussions with Mr. Carrier and Mr. Power, who are driving the Designing Assistant Program. He stated that we are 9 weeks into a 6-8 week time frame and once they receive the executed CEA it will be 6 weeks. In response, the Secretary-Treasurer stated that we have not received the CEA. Mr. Loseke stated that he will continue to track it. He informed the committee that they have a new member on staff, Mr. Chip Klien, and they are learning new things on funding sources. He stated that they are discussing the round 2 funding with LWI (\$250 million) and them doing all 250 projects. He also stated that they are lining up meetings for the Mississippi Valley Legislative Flier to Washington DC with our delegation regarding round 2 funding source and different things that are coming out. As for as other funding sources, there are several outstanding and the Parish has 3 specific LWI Dredging Projecst, Himalaya, St. Vincent and Brule St. Martin and they are awaiting to hear something.
8. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, THAT, there being no further business to come before the Drainage Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Jamie Ponville  
Drainage Committee Chairman

Finance Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
4:20 O'clock p.m.

1. Committee members recorded as present were: Mr. Leroy Blanchard, Chairman; Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Irving Comeaux, Mr. Patrick Johnson, Mr. Chris Carter, Mr. Myron Matherne. Other Police Jurors recorded as present were: Mr. Michael Dias, Mr. Jamie Ponville.
2. Committee member Jeff Naquin offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve payment of the bills submitted through July 7, 2023." The motion was unanimously adopted.
3. Chairman Leroy Blanchard recognized the Assistant Parish Manager, who stated that they are working on prices for aluminum handrails and would like to table the item. In response, he stated that he will contact Bayou Lafourche regarding the stability issues.
4. Chairman Leroy Blanchard recognized the Parish Manager, who requested that the dumpster proposals be tabled because he didn't provided enough information to the Jury.
5. Committee member Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, there being no further business to come before the Finance Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Leroy Blanchard  
Finance Committee Chairman

Personnel Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
4:25 O'clock p.m.

1. Committee members recorded as present were: Mr. Michael Dias, Chairman; Mr. Irving Comeaux, Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Patrick Johnson, Mr. Jamie Ponville, Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Michael Dias recognized the Secretary-Treasurer, who presented the committee with proposed personnel manual amendments. She stated that its various items throughout the manual including: Table of Content, Section 6 Travel, Section 7.3 Use of Public & Private Vehicles, Section 7.5 Drug and Alcohol Policy, Section 10.6 Internal Controls Policy, Section 10:16 Disaster Recovery/Business Continuity Policy, Section 10:18 Clauses (compliance provisions) required for all Federal Contracts, agreed to not use the time clock for call outs, draft some language for travel when you reside away from the office and look into the requirements for the cost estimates for the RFQ's,
3. Committee member Jeff Naquin offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve the proposed personnel manual amendments as presented with the exceptions (not use the time clock for call outs, draft some language for travel when you reside away from the office and look into the requirements for the cost estimates for the RFQ's) noted." The motion was unanimously adopted.
4. Chairman Michael Dias recognized the IT/Flood Plain Manager, who stated that Jasmin Cheatham is doing a great job and recommends successful completion of her probationary period.
5. Committee member Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve the end of probationary period for Jasmine Cheatham effective July 8, 2023." The motion was unanimously adopted.
6. Chairman Michael Dias recognized the Assistant Parish Manager, who stated that the building and facilities have a no smoking policy and some of the employees are requesting that all of the parish vehicles and equipment follow that same policy. He requested that this be implemented into the personnel manual.
7. Committee member Jamie Ponville offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve a no smoking policy included in the personnel manual for all parish vehicles and equipment." The motion was unanimously adopted.
8. The Assistant Parish Manager stated that after inspecting and evaluating the type of shoes that the employees are wearing in the various environments, moving forward and to increase the safety program, he suggests that the Parish consider providing a 1 yr. safety shoe program. Following a brief discussion, the committee agreed that a specific shoe is not mandated therefore, the safety shoe program will not be implemented.
9. Chairman Michael Dias recognized the Assistant Parish Manager, who stated that the animal control program is increasing. We need more employees/participants trained to handle an animal of sizable statue. He then requested that four (4) employees be approved to attend the training in Alexandria at a cost of \$3,000. The Parish Manager stated that they can received up to 3-4 call outs within an hour on the weekend and he prefers that any employee that is called out be trained. Following a brief discussion, Police Juror Patrick Johnson requested that a policy be written that an employee other than the Parish Manager or the Assistant be called for a call out.
10. Committee member Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve sending four (4) employees to an Animal Control training in Alexandria in July at a cost of \$3,000." The motion was unanimously adopted.
11. Chairman Michael Dias recognized the Parish Manager, who recommended approval to hire Roger Prejean, R&B Equipment Operator I at a grade 5 step 12 \$16.18 per hr., Dwayne Broussard, II, 1% Maintenance Worker at a grade 4 step 13 \$15 per hr. and Shannon Gros, General Fund Animal Control Officer at a grade 4 step 13 \$15 per hr. He stated hat the Jury gave him authorization to hire and these individuals were brought in on Friday and thus far are working out well. He then requested authorization to hire 2-3 more employees to be able to keep up with the demands of the public and the Police Jury.
12. Committee member Jamie Ponville offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve and authorize the hiring of Roger Prejean, R&B Equipment Operator I at a

grade 5 step 12 \$16.18 per hr., Dwayne Broussard, II, 1% Maintenance Worker at a grade 4 step 13 \$15 per hr. and Shannon Gros, General Fund Animal Control Officer at a grade 4 step 13 \$15 per hr. and authorize the Parish Manager to hire 2-3 more employees." The motion was unanimously adopted.

13. Committee member Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, there being no further business to come before the Personnel Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Michael Dias  
Personnel Committee Chairman

Road & Bridge Committee Chairman  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
4:40 O'clock p.m.

1. Committee members recoded as present were: Mr. Ron Alcorn, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Michael Dias, Mr. Jamie Ponville, Mr. Myron Matherne, Mr. Leroy Blanchard. Other Police Jurors recorded as present were: Mr. Jeff Naquin. Mr. Patrick Johnson.
2. Chairman Ron Alcorn recognized the Parish Engineer, who presented the committee with a document that indicated the total cost estimate along with the details of what's being done to each road. He stated that he gave a rating system for the roads with a 1 as an aggregate road in complete poor condition, a 2 is an extremely deteriorated road base, 3 requires simple patch work and overlay, 4 requires minor patch work and is in good condition and 5 the road is in decent condition and they don't see anything that needs to be done. He then stated that he has been working on the budget to try to get the Parish down to the \$2.4 million range. He stated that he spoke with some of the Jurors regarding the roads that are on the list that can be held off or pushed back to a later time. He further stated that he is willing to work with the Jurors to try and get that estimated cost within budget. In response, Chairman Ron Alcorn informed the committee that the road budget needs to be further reduced. He asked that each Juror should try to meet with the Parish Engineer to cut the budget down to about \$2.4 million. He also stated that he would like the Jury to come to some resolve by the 1<sup>st</sup> meeting in August so we can proceed with the program. He then stated that he has been looking at the monthly incurring taxes that we've been receiving and we're estimating about \$100,000 a month which by August we'll have roughly \$2.6 million by November. A brief discussion was then held regarding the number of roads per ward that have been submitted and narrowing the submission down to 4-5. In response, the Parish Engineer stated that they have some recommendations if the Jury is willing to entertain getting some of the roads base work done this year and putting a 2" layer and coming back and putting another layer with the next program to get the road to it's full potential, there is some roads that can be recommended. He further stated that none of the streets are at a state to where they shouldn't have been placed on the list but there are some from an engineering point that can go a few more years before work is needed but some there is nothing left to the road. He stated that the soil condition and the base work in Wards 3, 8 and 9 is not there so it's historic that the Parish ends up spending more in those areas.
3. In reference to the past bridge credits and project status from DOTD, Police Juror Jeff Naquin stated that they just assigned Pear St. a job. He stated that there were two (2) streets involved Pear and Verrett Streets. Committee member Jamie Ponville stated that Bayou Drive was also included within those projects. He added that the State has been dragging their feet on the credits that were suppose to come to the Parish. Following a brief discussion, the committee is still interested in getting an update on the project completion.
4. Committee member Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, there being no further business to come before the Road & Bridge committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Ron Alcorn, Chairman  
Road & Bridge Committee

Insurance Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
4:45 O'clock p.m.

1. Committee members recorded as present were: Mr. Ron Alcorn, Chairman; Mr. Jamie Ponville, Mr. Michael Dias, Mr. Irving Comeaux, Mr. Jeff Naquin, Mr. Leroy Blanchard.  
Other Police Jurors recorded as present were: Mr. Patrick Johnson, Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Ron Alcorn recognized Mr. Tommy Landry, Arthur J. Gallagher, who presented the committee with an informational summary regarding the upcoming general liability renewal. He stated that the renewal date is August 1, 2023 and all of the quotes have not been received. He proceeded to review the findings thus far and gave an overview of the 50+ applications that were submitted mostly being property carriers. Following the summary, chairman Ron Alcorn stated that he would like to the Jury to consider dash cameras and GPS in the vehicles if it will help with liability claims and other uncontrollable measures. The Secretary-Treasurer stated that the IT/Flood Plain Manager has enrolled in a 60-day trial period for monitoring the mosquito vehicles. She stated that they will start with the mosquito abatement fleet and once they see how it works, they will consider expanding it to the entire fleet. Mr. Tommy Landry informed the committee that he's not sure about the renewal numbers but he does know that all of the public entities that he has renewed is getting the best that's available for. He stated that the Parish has a 5%, \$500,000 for a catastrophe other than that it's \$350,000 the minimum. Chairman Ron Alcorn stated that the Parish has a 1% building fund and asked how can we prepare if something does happen by putting some reserve away for a catastrophe? In response, the Secretary-Treasurer stated that there is no reserve in the 1% fund, yes we collect the funds monthly but at the rate that we continue to add on to the fleet, projects and maintenance the expenses come with it. The Secretary-Treasurer advised a reduction in spending is necessary
3. Committee member Jeff Naquin offered a motion, seconded by Mr. Leroy Blanchard, "THAT, there being no further business to come before the Insurance Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Ron Alcorn  
Insurance Committee Chairman

Engineering/Grants Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
4:55 O'clock p.m.

1. Committee members recorded as present were: Mr. Irving Comeaux, Chairman; Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Patrick Johnson, Mr. Michael Dias, Mr. Jamie Ponville, Mr. Leroy Blanchard. Other Police Juror recorded as present was: Mr. Chris Carter, Mr. Myron Matherne.
2. Chairman Irving Comeaux recognized the Grants Coordinator, who provided the committee with a spreadsheet and a word document containing the project application and awarded project. In response, she stated that the note regarding the GUMBO Grant is from the previous Coordinator and stated that she has no updates. Committee member Leroy Blanchard stated that he spoke with a representative of Cajun Broadband regarding some other projects he had funded through the GUMBO program he submitted invoices to the State and they have not figured out how to pay the invoices so he has stop work across the State.
3. Chairman Irving Comeaux recognized the Grant Coordinator, who stated that the Water Sector grant conditions that was submitted was with a 6-months deadline. She then stated that she will send a request to extend the deadline by 12-weeks so the Engineer can complete the designs. A brief discussion was held regarding if the extension is not granted.
4. Committee member Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee approve and authorize the President to sign a letter requesting a 12—week extension for the Water Sector Program for Engineering services and notification letters to the Legislative Delegation." The motion was unanimously adopted.
5. Chairman Irving Comeaux recognized the Flood Plain Manager, who stated that he recommends approval for the request for a 4 ft. hardship variance on the side property line at 126 Jolimar St. He stated that the neighbors has issued an approval letter.
6. Committee member Jeff Naquin offered a motion, seconded by Mr. Michael Dias, "THAT the committee approve a 4 ft. hardship variance on the side property line at 126 Jolimar St." The motion was unanimously adopted.
7. The Flood Plain Manager stated that the request is for a 2 ft. hardship variance facing Convent St. and 2 ft. facing St. Peter St. by the corner lot at 6054 Convent St. He stated that there is no one that could sign off on the variance but himself and he did. He then recommended that the request be approved.
8. Committee member Ron Alcorn offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve a 2 ft. hardship variance facing Convent St. and a 2 ft. hardship variance facing St. Peter St. for the corner lot located at 6054 Convent St." The motion was unanimously adopted.
9. Chairman Irving Comeaux recognized committee member Ron Alcorn, who stated that the Jury has been trying to get these projects off the ground and RFQ's are needed therefore, he's requesting approval to seek RFQ's. Committee member Leroy Blanchard stated that these are the projects that the engineer was being funded from local funds but in order for the Jury to spend GOMESA funds on the construction administration, the bidding and inspection, we have to go out for RFQ's for the services.
10. Police Juror Ron Alcorn offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee approve to seek RFQ's for Project Construction Administration and Inspection services for GOMESA funded projects." The motion was unanimously adopted.
11. Chairman Irving Comeaux recognized committee member Leroy Blanchard, who stated that the Jury is in receipt of an invoice from Savoie Engineering for work that was done prior to the Jury applying to the Water Sector grant. He then stated that he would like some time to review the work that was completed with the invoice and maybe meet with the Parish Engineer to get some clarification on some of the items. In response, the Grants Coordinator stated that the Engineering Firm has accepted to do the work and will draft a contract to forward to the Jury. Committee member Leroy Blanchard stated that his acceptance was pending the approval of the request to get the 12-week extension because he couldn't meet the time line of mid-August. Committee member Patrick Johnson stated that entertaining a contract with 2 engineering firms and not satisfying the first, he think the Jury will have a conflict. In response, he stated that the Parish has a resolution with the first engineer and this is binding. Committee member Leroy Blanchard stated that he will work with the ADA regarding the matter. In response, the ADA stated that Water Sector and Parish Wide Sewer Project was mentioned but the Jury still had to go out for RFQ's for that service to be paid out on the project. He also stated that he understands that some leg work was completed based on a previous understanding. He then stated that he

has no issue with proceeding with both of these things at the same time. Committee member Leroy Blanchard will meet with the Parish Engineer on next week.

12. In response, the Assistant Parish Manager stated that he will need the Jurors to submit a scope of their project so they can determine an accurate cost. A brief discussion was held regarding a list of projects so that an accurate cost can be presented. Following the discussion, the Secretary-Treasurer informed the committee that a part of the proposal depends on the project and the man hours needed to submit an accurate total cost. The committee agreed for the Jurors to get with the Assistant Parish Manager and discuss their project so that if beneficial, he can secure the rental of the long reach machine. Man hours per project must be calculated and appropriated for each project with all funding source satisfied.
13. Chairman Irving Comeaux recognized Police Juror Myron Matherne, who stated that he would like to authorize the Parish Engineer under retainer to proceed with seeking the permit for the bulkhead installation at Shell Beach so when the property is purchased the process would have started. He stated that he has a copy of the drawings and approves them.
14. Committee member Jamie Ponville offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve and authorize the Parish Engineer under retainer to seek a permit for the bulkhead installation at Shell Beach." The motion was unanimously adopted.
15. Chairman Irving Comeaux recognized the Parish Manager, who stated that the Contractor is proceeding and has poured the restroom slab. The electrical poles and lights are being installed and forming up the final remains for the concrete caps to go around the launch as well as up to the adjacent launch. He further stated that he expects all of this to be finished by the end of the week. In response to the pay station, he stated that RFI 18 had the cost outlined at \$27,000 which is \$2,000 over the allotment but that is a refurbished machine and he didn't get a price on a new one. He stated that Ward 3's machine doesn't accept credit cards and the need and request was that the machine accept cards. He stated that he requested the warranty but has not received those documents and will have to follow up with the manufacture. Committee member Leroy Blanchard asked the anticipated completion date and is it a possible to have use of the parking lot and ramp as the construction of the bathroom continues? In response, the Parish Engineer stated that this would be something the Parish would have to discuss with the contractor. He then stated that as it stands the current contractor is over contract time and at the rate they are moving he would suspect completion in 4 months which is based on the rate of construction.
16. Committee member Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the committee enter into executive session to discuss formal written demand from Attakapas Landing Project contractor." The motion was unanimously adopted.
17. Committee member Michael Dias offered a motion, seconded by Mr. Patrick Johnson, "THAT, the committee resume regular session." The motion was unanimously adopted.
18. Committee member Michael Dias offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve to engage in outside legal counsel with Dwight D. Poirrier Law Firm as it relates to the Attakapas Landing Project written demand letter and authorize outside legal counsel, Dwight D Poirrier Law, to formally request a response from the engineer's office (through legal counsel) as it relates to said claim and to inform any and all party(ies) so involved that future communications to the Assumption Parish Police Jury pursuant to the same shall be initiated through outside counsel only; and approve and authorize outside legal counsel (Dwight D. Poirrier Law) to expeditiously communicate with Assumption Parish Police Jury's insurance carrier, and to institute any and all actions(s) as may be necessary at this time and to ensure timely and full completion of the referenced project." The motion was unanimously adopted.
19. Chairman Irving Comeaux recognized the Parish Engineer, who stated that at the previous meeting the preliminary plans were delivered to Police Juror Chris Carter. He stated that the plans and specifications are now completed and will be submitted to the Jury a final set this week and placing on the next agenda for approval to go out to bid.
20. Chairman Irving Comeaux recognized committee member Myron Matherne, who stated that he approved the Gerald St Levee drawings and the Parish Engineer has applied for the permit and it's moving forward.
21. Chairman Irving Comeaux recognized the Parish Engineer, who stated that the permit for the Ring Levees in Pierre Part is still moving through the processes of DNR and the Corp of Engineers. He's been receiving responses fairly regularly and copying the Jury on the replies. He then stated that as it stands they were getting read to place out an additional public notice to some of their agencies and as of right now they have sent everything satisfied to DNR and the Corp of Engineer regarding the permit. Committee member Jamie Ponville requested that a follow up be done.
22. The Parish Engineer stated that he met with the Fire Hydrant contractor today and will be recommending, by letter, that because the project has dragged out so long due to various



reasons, COVID, price, lack of work being done, etc. that the deadline has arrived and no further work can be done. The engineer is prepared to be on site on August 1, 2023 and commit to completing the project within 60 days. He then stated that at the next meeting he would like to bring forth a formal change order to the Jury outlining the stipulations and time line and actually put some additional stipulations in place for liquidated damages. This will bring the contract back to a definitive timeline and bring it to a close in a timely fashion. The contractor has not been communicating with the Waterworks but that gap has been closed and according to today the contractor is communicating with Mr. Francis at the Waterworks and they are coordinating the shut down of the lines and the installations of the hydrants. In addition to that, they have finalized the number of hydrants and the actual list from the fire departments. He then stated that two (2) weeks ago several of the hydrants were swapped out. He stated that the date of August will be included in the contract so we can hold the contractor to his agreement. Committee member Leroy Blanchard stated that the line-item appropriation for this project expired June 30<sup>th</sup> and a request was put in to the Senator and Representative to extend the Capital Outlay funding. We haven't gotten verification that the extension has been granted so we will not be able to move forward with this contractor. Committee member Myron Matherne requested that the contractor attend the next meeting. Committee member Ron Alcorn stated that in speaking with Senator Price and Representative Chad Brown, Senator Price is still working on the matter at the Capital and Representative Brown acknowledged that he and the Senator are working together and as long as the CEA was signed the extension was good but we need something in writing. The Secretary-Treasurer stated that for the last 2 weeks they have been requesting an invoice of all work done through June 30<sup>th</sup> so they can at least expend the funds through the contract date and are still waiting. The Parish Engineer stated that they have been requesting that information from the contractor and his standpoint is that he has not done anything since his previous paid invoice. He then stated that he is not billing the parish because his invoice is based on the progression of construction. In response, he stated that the hydrants on Ezekiel St. are paid for. The committee requested that the Parish Engineer stay on top of the contractors and if they are not doing the work the Jury needs to be made aware. The Parish Engineer then recommended that the Jury request in writing so that we have something to enforce. Committee member Ron Alcorn stated that he will make some calls tomorrow to get an update.

23. Chairman Irving Comeaux recognized the Parish Engineer, who stated that the project is moving forward and the contractor was working today on tying end the driveways. He stated that the contractor is finished his final layer and a final walk through needs to be scheduled prior to him doing the striping. He stated that he is looking into some alternatives to help reduce the cost of the striping and offset some other improvements they are looking to do on the project. He then stated that he expects to close out this project withing the next 30 days. The date for the walk through is in negotiation at this time until all of the tie ends, driveways, etc. are done. Committee member Jamie Ponville requested that an email be sent for a walk through before any striping is done. In response, the Parish Engineer stated that the contractor is at a point on the Lee Drive project that it should not affect or conflict with him signing any other contract.
24. The Parish Engineer stated that with the Ag Center Roofing Project, he got with the Assistant Parish Manager and identified the damaged areas as well as the areas where total replacement is necessary. He stated that he is looking at the structure of the concession stand. He stated what type of roof it is and stated that the structure had extensive damages and stated they are looking to replace it with steel framing in lieu of timber. He stated that the project is underway and hopes to have it to go to bid within the next 30 days.
25. Committee member Jamie Ponville offered a motion, seconded by Mr. Jeff Naquin, "THAT, there being no further business to come before the Engineering/Grants Committee, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Irving Comeaux, Chairman  
Engineering/Grants Committee

Regular Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, July 12, 2023  
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Leroy Blanchard in the Assumption Parish Police Jury Chambers located at 4813 Highway 1, Napoleonville, Louisiana.
2. Police Jurors recorded as present were: Mr. Ron Alcorn, Ward 1; Mr. Jeff Naquin, Ward 2; Mr. Irving Comeaux, Ward 3; Mr. Patrick Johnson, Ward 4; Mr. Michael Dias, Ward 5; Mr. Chris Carter, Ward 6; Mr. Leroy Blanchard, Ward 7; Mr. Jamie Ponville, Ward 8; Mr. Myron Matherne, Ward 9.
3. President Leroy Blanchard requested a moment of silence for past Police Juror EJ Alleman, who serviced the Parish for 24 years and recently passed away.
4. President Leroy Blanchard led the Prayer and Police Juror Chris Carter led the Pledge of Allegiance to the Flag.
5. President Leroy Blanchard requested comments, questions or concerns regarding any item on the agenda. He recognized Mr. Lennis Leonard, 141 James St., who stated that he has complaints regarding the trash collection. He stated that he spoke with Mr. Ponville regarding the trash that had been sitting in his yard a month before the conversation. He then stated that he tried contacting him several other times and has not received a returned call. Mr. Ponville informed Mr. Lennis that he went to his home to discuss the matter. He then stated that the trash is still there therefore, something needs to be done. He then stated that he had the levee in Landry Subdivision built and everyone in that area had to sign to get the Corps of Engineers to approve. He then stated that he was asked to put a culvert in the ditch temporarily to haul dirt and that was 10 yrs ago and the culvert is still there. He then asked how did the Jury end up with the district because everyone there pays a fee? In response, Police Juror Myron Matherne explained that the Landry Subdivision has a board that governs the district and takes care of the levees. Following three (3) calls, there were no further comments received.
6. President Leroy Blanchard recognized Drainage Committee Chairman Jamie Ponville, who stated that the drainage committee met and recommended the following matters: appointed Leroy Blanchard to the Bayou Chene Operational Advisory Committee, approved to move item #1 from the Engineering/Grants Committee to the Drainage Committee and received an update on the project status and funding sources by GIS Engineering.
7. Police Juror Jamie Ponville offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted. (resolution attached)
8. President Leroy Blanchard stated that the Finance Committee met and recommended the following matters: payment of the bills submitted through July 7, 2023, discussed the handrail installation across from the APCC and will request a 3 yr. contract for the dumpster.
9. Police Juror Michael Dias offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted.
10. President Leroy Blanchard recognized Personnel Committee Chairman Michael Dias, who stated that the committee met and recommended the following matters; the proposed personnel manual amendments as presented with the modifications to not use the time clock for call outs and draft some language for travel when you reside away from the office and look into the requirements for the cost estimates for the RFQ's, the end of probationary period for Jasmine Cheatham effective July 8, 2023, a no smoking policy included in the personnel manual for all parish vehicles and equipment, sending four (4) employees to an Animal Control training in Alexandria in July at a cost of \$3,000 and authorized the hiring of Roger Prejean, R&B Equipment Operator I at a grade 5 step 12 \$16.18 per hr., Dwayne Broussard, II, 1% Maintenance Worker at a grade 4 step 13 \$15 per hr. and Shannon Gros, General Fund Animal Control Officer at a grade 4 step 13 \$15 per hr. and authorize the Parish Manager to hire 2-3 more employees.
11. Police Juror Michael Dias offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve the Personnel Committee report as presented." The motion was unanimously adopted. (resolutions attached)
12. President Leroy Blanchard recognized Road & Bridge Committee Chairman Ron Alcorn, who stated that the committee discussed the Road Overlay Program and the proposed budget and will recap with more information at the next meeting. He also stated that the committee requested

that all Jurors with concerns about their roads and adjustments in the cost to meet with the Parish Engineer and send a letter to DOTD regarding past bridge credits and project status.

13. Police Juror Ron Alcorn offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve the Road & Bridge Committee report as presented." The motion was unanimously adopted.
14. President Leroy Blanchard recognized Insurance Committee Chairman Ron Alcorn, who stated that the committee met and received an update on the upcoming general liability insurance renewal with Arthur J. Gallagher and they will be returning at the next meeting to present their proposal.
15. Police Juror Ron Alcorn offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve the Insurance Committee report as presented." The motion was unanimously adopted.
16. President Leroy Blanchard recognized Engineering/Grants Committee Chairman Irving Comeaux, who stated that the committee met and recommended the following matters: received an update from the Grants Coordinator regarding the different projects, authorized the President to sign a letter requesting a 12—week extension for the Water Sector Program for Engineering services and notification letters to the Legislative Delegation, a 4 ft. hardship variance on the side property line at 126 Jolimar St., a 2 ft. hardship variance facing Convent St. and a 2 ft. hardship variance facing St. Peter St. for the corner lot located at 6054 Convent St., to seek RFQ's for Project Construction Administration and Inspection services for GOMESA funded projects, authorized the Parish Engineer to seek a permit for the bulkhead installation at Shell Beach under retainer, discussed the Attakapas Landing Project, to engage in outside legal counsel with Dwight D. Poirrier Law Firm as it relates to the Attakapas Landing Project written demand letter and authorize outside legal counsel, Dwight D Poirrier Law, to formally request a response from the engineer's office (through legal counsel) as it relates to said claim and to inform any and all party(ies) so involved that future communications to the Assumption Parish Police Jury pursuant to the same shall be initiated through outside counsel only; and approve and authorize outside legal counsel (Dwight D. Poirrier Law) to expeditiously communicate with Assumption Parish Police Jury's insurance carrier, and to institute any and all actions(s) as may be necessary at this time and to ensure timely and full completion of the referenced project and received an update on the Jolimar St. Drainage Project, Gerald St. Levee Project, Ring Levees in all of Pierre Part, Fire Hydrants Replacement Project, Lee Drive Project and the Ag Center Roofing Project.
17. Police Juror Irving Comeaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve the Engineering/Grants committee report as presented." The motion was unanimously adopted. (resolutions attached)
18. President Leroy Blanchard stated that there was a power outage in the Donaldsonville area and pump 4 went down at the station and it wasn't able to get primed when the power was back on. He then stated that the flow rate from the #1 and 2 pump wasn't sufficient to maintain the water level in the bayou and the level dropped. He then stated that the operator of Napoleonville got the slouch gate dialed in to have enough pressure to maintain water supply at the plant. He stated that they were preparing to bring in external pumps to make up water if needed but they were able to get the pump back on line. He further stated that they expect 3-4 weeks before the #3 pump is back on line. Mr. Blanchard stated that he had questions regarding the capacity of the pumps, what our water plant capacity was and what plan is needed to make sure we have back up water. He further stated that the capacity of the two pumps that were in operation is about 20 times what the water plant needs. He stated that the gate that was installed by the 1010 bridge worked as it was designed and maintained the water level so that we didn't lose water supply. There is no action required on the Parish.
19. Police Juror Chris Carter offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve a Can Shake for the Knights of Columbus Council 1099 (9/8-9/23)." The motion was unanimously adopted.
20. Police Juror Michael Dias offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve an occupational license for La. 1 Notary and Tags & Titles, LLC.' The motion was unanimously adopted.
21. President Leroy Blanchard recognized Police Juror Jeff Naquin, who stated that he's been dealing with this structure at 138 Convent St. for years and bids were received for its demolition. He stated that the low bidder was Martel Johnson LLC with a cost of \$7,100 and he recommend approval.
22. Police Juror Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve and accept the low bid of \$7,100 submitted by Martel Johnson LLC for the demolition, removal and disposal of the derelict structure located at 138 Convent St. in the Labadieville Community." The motion was unanimously adopted.
23. President Leroy Blanchard stated that the structure at 307 Hwy 1003 in Klotzville has been updated since the derelict process has begun. He stated that it is not completely satisfactory but

he request that it be tabled to grant time to board the windows. He also stated that the neighbors are satisfied at this time but it's still derelict.

24. Police Juror Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, 'THAT, the Police Jury approve tabling phase 2 of the derelict structure at 307 Hwy 1003 in the Klotzville Community.' The motion was unanimously adopted.
25. Police Juror Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve adding the following matter to the agenda." The motion was unanimously adopted.
26. President Leroy Blanchard requested comments, questions or concerns regarding the water meter reconciliation study and the request by South Central Planning to extend the study until August 30, 2023.
27. Police Juror Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve a 30-day extension to South Central Planning in regards to the water meter reconciliation study." The motion was unanimously adopted.
28. Police Juror Jeff Naquin offered a motion, seconded by Mr. Patrick Johnson, "THAT, there being no further business to come before the Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

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Kim M. Torres  
Secretary-Treasurer

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Leroy Blanchard  
President

On a motion by Mr. Michael Dias, seconded by Mr. Patrick Johnson, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the end of probationary period for the following employee accordingly:

Jasmin Cheatham      Permit Officer      Effective 7/8/2023

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0

On a motion by Mr. Michael Dias, seconded by Mr. Patrick Johnson, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and ratify the hiring of the following individuals as recommended by the Parish Manager:

Roger Prejean, R&B, Equip. Operator I	Gr. 5 St. 12	\$16.18/hr.
Dwayne Broussard, II, GF, Maint. Worker	Gr. 4 St. 13	\$15.00/hr.
Shannon Gros, GF, Animal Ctrl. Officer	Gr. 4 St. 13	\$15.00/hr.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0

On a motion by Mr. Irving Comeaux, seconded by Mr. Ron Alcorn, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize to engage outside legal counsel with Dwight D. Poirrier Law as it relates to the Attakapas Landing project written demand matter;

BE IT FURTHER RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize outside legal counsel (Dwight D. Poirrier Law) to formally request a response from the engineer's office (through legal counsel) as it relates to said claim and to inform any and all party(ies) so involved that future communications to the Assumption Parish Police Jury pursuant to the same shall be initiated through outside counsel only; and

BE IT FURTHER RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize outside legal counsel (Dwight D. Poirrier Law) to expeditiously communicate with Assumption Parish Police Jury's insurance carrier, and to institute any and all action(s) as may be necessary at this time and to ensure timely and full completion of the referenced project.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0

On a motion by Mr. Irving Comeaux, seconded by Mr. Ron Alcorn, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize the Parish Engineer to seek a permit for a bulkhead installation at Shell Beach to be covered under the Parish Retainer.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0



On a motion by Mr. Irving Comeaux, seconded by Mr. Ron Alcorn, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize the Grants Coordinator to seek RFQs for Project Construction Administration and Inspection Services for GOMESA funded projects.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0

On a motion by Mr. Irving Comeaux, seconded by Mr. Ron Alcorn, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its President, Leroy Blanchard, to sign a Request for Extension Letter (12-week extension) for the Water Sector Program for Engineering Services and authorize notification letter be sent to the Legislative Delegation.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0

On a motion by Mr. Jamie Ponville, seconded by Mr. Myron Matherne, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby appoint President Leroy Blanchard to serve as board member of the Bayou Chene Operational Advisory Board as the representative from Assumption Parish.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0

On a motion by Mr. Jeff Naquin, seconded by Mr. Irving Comeaux, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve an extension to the contract with SCPDC for a Water Meter Rectification Study for an additional 1-month period to expire August 30, 2023.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0
Abstain:	0

On a motion by Mr. Irving Comeaux, seconded by Mr. Ron Alcorn, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and grant a 4 ft. hardship variance on the side property line located at 126 Jolimar St.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9

Nays: 0

Absent: 0

On a motion by Mr. Irving Comeaux, seconded by Mr. Ron Alcorn, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and grant a 2 ft. hardship variance facing Convent St. and a 2 ft. hardship variance facing St. Peter St. for a corner lot located at 6054 Convent St.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0  
Abstain: 0

On a motion by Mr. Michael Dias, seconded by Mr. Patrick Johnson, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and adopt a NO SMOKING POLICY in all parish owned and operated vehicles and equipment.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0

On a motion by Mr. Michael Dias, seconded by Mr. Patrick Johnson, the following resolution was adopted:

#### RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and amend its Personnel Manual to provide for the changes as presented in the Public Meeting on July 12, 2023, details attached with an exception added for time clock usage for call outs.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9  
Nays: 0  
Absent: 0