

Drainage Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, October 12, 2016  
4:55 O'clock p.m.

1. Committee members recorded as present were: Mr. Henry Dupre, Chairman; Mr. Chris Carter, Mr. Booster Breaux, Mr. Martin Triche.  
Committee members recorded as absent were: Mr. Irving Comeaux, Mr. Myron Matherne.  
Other Police Juror recorded as present was: Mr. Ron Alcorn.
2. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$450 for 5532 Hwy 308 Culvert Replacement Project." The motion was unanimously adopted.
3. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$1,600 for 6810 Hwy 308 Culvert Replacement Project." The motion was unanimously adopted.
4. Committee member Chris Carter offered a motion, seconded by Mr. Booster Breaux, "THAT, the committee approve \$900 for the end of Hwy 1012 Culvert Replacement Project." The motion was unanimously adopted.
5. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$3,100 for 130 Leonie St. Culvert Replacement Project." The motion was unanimously adopted.
6. Committee member Myron Matherne entered the meeting at this time.
7. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$500 for 570 Bayou Dr. Culvert Replacement Project." The motion was unanimously adopted.
8. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$500 for 578 Bayou Dr. Culvert Replacement Project." The motion was unanimously adopted.
9. Committee member Booster Breaux offered a motion, seconded by Mr. Chris Carter, "THAT, the committee approve \$500 for 584 Bayou Dr. Culvert Replacement Project." The motion was unanimously adopted.
10. Committee member Myron Matherne offered a motion, seconded by Mr. Booster Breaux, "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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Henry Dupre  
Drainage Committee Chairman

Personnel Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, October 12, 2016  
5:00 O'clock p.m.

1. Committee members recorded as present were: Mr. Booster Breaux, Chairman; Mr. Chris Carter, Mr. Henry Dupre, Mr. Myron Matherne, Mr. Martin Triche.  
Committee member recorded as absent was: Mr. Patrick Johnson.  
Other Police Juror recorded as present was: Mr. Ron Alcorn.
1. Chairman Booster Breaux recognized the Secretary-Treasurer who stated that Donna Guilfo is requesting 8 weeks of FMLA leave and the necessary paperwork has been submitted. She stated that her leave will start on October 19, 2016 and recommend the approval.
2. Committee member Chris Carter offered a motion, seconded by Mr. Henry Dupre, "THAT, the committee approve the request for leave submitted by Donna Guilfo as required by FMLA." The motion was unanimously adopted.
3. Committee member Henry Dupre offered a motion, seconded by Mr. Chris Carter, "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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Booster Breaux  
Personnel Committee Chairman

Finance Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, October 12, 2016  
5:20 O'clock p.m.

1. Committee members recorded as present were: Mr. Martin Triche, Chairman; Mr. Henry Dupre, Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Booster Breaux.  
Other Police Jurors recorded as present were: Mr. Chris Carter and Mr. Myron Matherne.
2. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve to pay the bills submitted through October 7, 2016." The motion was unanimously adopted.
3. Chairman Martin Triche recognized Mr. Kevin Belanger and Mr. Michael Wich of South Central Planning, 5058 West Main St., Houma, LA, who provided the committee with the proposed fee changes for commercial building permits. Mr. Belanger stated that they are very happy with the changes and looking to reduce the fees to square footage cost for the citizens of Assumption Parish. He explained that in the past, they used contract prices and they are now interested in using the square footage cost which is the standard throughout the region. He stated that they proposed to reduce the cost from \$.60 to \$.50 per sq. ft. In response, he stated that they presented this to the Regional Code Council and a unanimous vote was received. Therefore, this proposal will be pursued with the other parishes. He also explained the reason they went to contract prices.
4. Committee member Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve the proposed fee changes for the Commercial Building Permits from \$.60 to \$.50." The motion was unanimously adopted.
5. Chairman Martin Triche recognized the Secretary-Treasurer, who presented the committee with the listing of the 22 redundancy pump locations. She stated that there will be a \$50 deposit needed for the gas meter installation and would like to know who will be required to fund the deposit. She stated that there are 14 drainage districts that will handle the required deposit but explained that there are 8 voluntary districts that the Parish has no contact information for and that poses some concern. She also stated that there will be a monthly gas bill generated for these districts therefore, that individual would be responsible for that payment each month. A brief discussion was then held regarding the responsibility of the contractor. In response, the OEP Director informed the committee that the contractor is responsible for connecting the meter to the pump therefore the district is responsible for the permit and fee of \$125 for the inspection for a total of \$175 per site.  
Following a brief discussion, the committee agreed to have a letter sent to the Districts and voluntary districts requesting the deposit fee and informing each district of the monthly gas bill associated with the pump.  
Committee member Booster Breaux informed the committee that he would take responsibility in informing the voluntary districts of the fees (deposit, permit) that are required in the installation of the gas meters and also obtain the contact information so that they could receive the letter.
6. Chairman Martin Triche recognized the Secretary-Treasurer, who stated that Donna Guilfo will be out for 8 weeks, approximately 5 meetings and she doesn't have current staff to take over minute preparation in the timely manner in accordance with the Auditor. She stated that the estimated cost for each meeting is about \$254. Therefore, she is requested authorization to hire a court reporter.
7. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve to hire a court reporter for minute preparation in the absence of Donna Guilfo." The motion was unanimously adopted.
8. Chairman Martin Triche recognized the Federal Programs Director who requested authorization to apply for the 2016-2018 Community Service Block Grant in the amount of \$74,869.
9. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve and authorize the Federal Programs Director to apply for the 2016-2018 Community Service Block Grant in the amount of \$74,869." The motion was unanimously adopted.
10. Chairman Martin Triche recognized the Secretary-Treasurer who stated that she received a request for assistance with a pauper's funeral. She then stated that the appropriate documents have been received.
11. Committee member Booster Breaux offered a motion, seconded by Mr. Jeff Naquin, "THAT, the committee approve an allocation of \$300 for a pauper's funeral." The motion was unanimously adopted.

12. Committee member Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, '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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Martin S. Triche  
Finance Committee Chairman

Engineering/Grants Committee Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, October 12, 2018  
5:40 O'clock p.m.

1. Committee members recorded as present were: Mr. Henry Dupre, Chairman; Mr. Ron Alcorn, Mr. Jeff Naquin, Mr. Martin Triche.  
Committee member recorded as absent was: Mr. Irving Comeaux.  
Other Police Jurors recorded as present were: Mr. Patrick Johnson, Mr. Chris Carter, Mr. Booster Breaux, Mr. Myron Matherne.
2. Vice-Chairman Henry Dupre recognized Ed Stock with C.J. Savoie's office, who stated that the Attakapas Canal Hydraulic Restoration Project is complete and a punch list has been generated and given to the contractor. Therefore, he is requesting and recommending substantial completion. In response, he stated that they are withholding \$12,000.
3. Committee member Jeff Naquin offered a motion, seconded by Mr. Martin Triche, 'THAT, the committee approve substantial completion for the Coastal Impact Assistance Program for Attakapas Canal Hydraulic Restoration Project.' The motion was unanimously adopted.
4. Vice-Chairman Henry Dupre recognized the OEP Director, who stated that a request for a 6 ft. side variance for property on North Bay Rd. behind 233 North Bay Rd. has been received. He explained that there are woods and swamp that surrounds the property. He also stated that he received a letter of no objection from the neighbor.
5. Committee member Martin Triche offered a motion, seconded by Mr. Ron Alcorn, 'THAT, the committee approve a variance of 6 ft. on the side set back of property behind 233 North Bay Rd.' The motion was unanimously adopted.
6. Vice-Chairman Henry Dupre recognized the OEP Director who requested authorization to move \$1,385.60 from the excess funds to the Bertrandville Sewer Project.
7. Committee member Martin Triche offered a motion, seconded by Mr. Ron Alcorn, 'THAT, the committee approve the transfer of \$1,385.60 from the excess funds to the Bertrandville Sewer Project.' The motion was unanimously adopted.
8. Vice-Chairman Henry Dupre recognized Police Juror Booster Breaux who stated that there will be a meeting on October 26, 2016 to discuss the flood maps. He stated that by early November the maps will be available for viewing and then by December they will go out for 90 day approval.
9. Vice-Chairman Henry Dupre recognized the OEP Director, who stated that as of Friday, October 7, 2016, a letter was received from the Office Of Conservation informing Texas Brine that no further actions to most of the items in regards to well production investigation of the shallow ground or the aquifer as it relates to gas were required. He stated that the letter also includes the resolution that was passed by the Police Jury and the responses from Texas Brine. He further stated that all of the remaining residents were notified by e-mail and a press release was posted indicating that all of the evacuation orders were lifted in the Bayou Corne area. No more action by the parish and they have completed demobilizing with the exception of the steps. He stated that the site is cleared and the command post is gone as well as all of the other items and the utilities are in the process of being disconnected. The OEP Director further stated that the area has been restored back to its original status as per the contract with Texas Brine. A brief discussion was held regarding a job well done by the OEP Director, his staff, Police Jury staff, etc. The OEP Director stated that there is still some things going on in regards to environmental, the sinkhole containment, etc. and added that he will still have some minor involvement due to a court order but it will not require a day to day presence.
10. Committee member Martin Triche offered a motion, seconded by Mr. Ron Alcorn, 'THAT, the committee approve adding the following matter to the agenda.' The motion was unanimously adopted.
11. Vice-Chairman Henry Dupre requested comments, questions, or concerns regarding the request to sign the Cities Readiness contract and statement of work between the State Department of Health and the Parish of Assumption. Following three (3) calls, there were no comments received.
12. Committee member Jeff Naquin offered a motion, seconded by Mr. Martin Triche, 'THAT, the committee approve and authorize the President and the OEP Director to sign the Cities Readiness contract and statement of work for 2016-2017 between the State Department of Health and the Parish.' The motion was unanimously adopted.
13. Vice-Chairman Henry Dupre recognized committee member Jeff Naquin, who requested an update on dust cure. In response, the Parish Engineer stated that he requested a quote and it should be in the Tuesday before the next meeting.

14. Committee member Ron Alcorn 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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Henry Dupre, Vice-Chairman  
Engineering/Grants Committee

Regular Meeting  
Of the  
Assumption Parish Police Jury

Wednesday, October 12, 2016  
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Martin S. Triche in the Assumption Parish Police Jury Chamber located at 4813 Highway 1 Napoleonville, Louisiana.
2. Police Jurors recorded as present were: Mr. Ron Alcorn, Ward 1; Mr. Jeff Naquin, Ward 2; Ward 3; Mr. Patrick Johnson, Ward 4; Mr. Martin Triche, Ward 5; Mr. Chris Carter, Ward 6; Mr. Henry Dupre, Ward 7; Mr. Booster Breaux, Ward 8; Mr. Myron Matherne, Ward 9.  
Police Juror recorded as absent was: Mr. Irving Comeaux, Ward 3.
3. President Martin Triche led the Prayer and Police Juror Chris Carter led the Pledge of Allegiance to the Flag.
4. Police Juror Patrick Johnson offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve the minutes of the September 28, 2016 meeting." The motion was unanimously adopted.
5. President Martin Triche opened the meeting to the public for any public comments, questions or concerns regarding the items listed on the agenda. Following three (3) calls, there were no comments received.
6. President Martin Triche recognized Drainage Committee Chairman Henry Dupre, who stated that the Drainage Committee met and recommended the following matters; \$450 for 5532 Hwy 308 Culvert Replacement Project, \$1,600 for 6810 Hwy 308 Culvert Replacement Project, \$900 for the end of Hwy 1012 Culvert Replacement Project, \$3,100 for 130 Leonie St. Culvert Replacement Project, \$500 for 570 Bayou Dr. Culvert Replacement Project, \$500 for 578 Bayou Dr. Culvert Replacement Project, and \$500 for 584 Bayou Dr. Culvert Replacement Project.
7. Police Juror Henry Dupre offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted.
8. President Martin Triche recognized Personnel Committee Chairman Booster Breaux, who stated that the committee met and recommended to approve the request for 8 weeks of medical leave for Donna Guilfo as requested under FMLA beginning October 19, 2016.
9. Police Juror Booster Breaux offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve the Personnel Committee report as presented." The motion was unanimously adopted. (resolution attached)
10. President Martin Triche stated that the Finance Committee met and recommended the following matters; payment of the bills submitted through October 7, 2016, discussed and approved proposed reduction in fee changes for Commercial building permits from \$.60 to \$.50, discussed the permit and gas fees for the HMGP Grant for the 22 pump stations and authorized Police Juror Booster Breaux to contact the voluntary districts as well as a letter being sent to all districts relative to the payment, approval to hire a court reporter for minute preparation in the absence of Donna Guilfo, authorized the Federal Programs Director to apply for the 2016-2018 Community Block Grant in the amount of \$74,869, and approval of a \$300 allocation for a pauper's funeral.
11. Police Juror Booster Breaux offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted. (resolutions attached)
12. President Martin Triche recognized Engineering/Grants Committee Vice-Chairman Henry Dupre, who stated that the committee met and recommended the following matters; approved the substantial completion for the Coastal Impact assistance Program for the Attakapas Canal Hydraulic Restoration Project, approved a 6 ft. side set back variance for property behind 233 North Bay Rd., allocated \$1,385.60 of excess funds to the Bertrandville Sewer Project, received an update on the FEMA appeals relative to a meeting being held on October 26, 2016 to discuss the flood maps, received the final report on the Bayou Corne situation which is closed, and authorized the President and the OEP Director to sign the Cities Readiness contract and statement of work for the 2016-2017 between the LDOH and the Parish.
13. Police Juror Henry Dupre offered a motion, seconded by Mr. Booster Breaux, "THAT, the Police Jury approve the Engineering/Grants Committee report as presented." The motion was unanimously adopted. (resolutions attached)
14. President Martin Triche recognized Dr. Riggins, Regional Medical Director of LDOH Region 3, who also introduced his staff for Assumption Parish. He proceeded to give an overview of their duties and stated that they work diligently to prevent diseases. He stated that they serve as a

safety net to those individuals that do not have healthcare. He proceeded to thank the Police Jury for all their assistance. Dr. Riggins stated that their office in Assumption Parish is open on Thursday and Friday from 8 a.m. to 4:30 p.m. and in Morgan City on Monday-Wednesday. He stated that this schedule was set up in accordance with the State budget cut redirection in 2010 and he doesn't see much change in the future to have the office open full time. In response, he stated that the Parish Sanitarian is in the office on Tuesdays & Thursdays from 8 a.m. – 9:30 a.m. and stated that the Parish would have to contact her supervisor for more information. He also stated that the Parish Health Unit does take walk ins in conjunction with the scheduled appointments.

President Martin Triche, on behalf of the Police Jury, thanked Dr. Riggins and his staff for the detailed update.

15. Police Juror Myron Matherne offered a motion, seconded by Mr. Booster Breaux, "THAT, the Police Jury approve a Bingo Permit for St. Joseph the Worker Catholic Church." The motion was unanimously adopted.
16. Police Juror Booster Breaux offered a motion, seconded by Mr. Patrick Johnson, "THAT, the Police Jury approve a Can Shake permit for American Cancer Society and Love Me Furever Rescue." The motion was unanimously adopted.
17. Police Juror Booster Breaux offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve adopting ordinance 16-08 to levy charges for grass cutting." The motion was unanimously adopted. (ordinance attached)
18. Police Juror Jeff Naquin offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve an occupational license submitted by Black Tackle, LLC (name/ownership change), Bayou Corner Stop, and 5D Stitches." The motion was unanimously adopted.
19. President Martin Triche recognized Police Juror Henry Dupre, who stated that contractors hired by AT&T are leaving piles of debris along the roadside causing a hazard for the residents in the area. He requested that a letter be sent asking that they have their contractors remove the debris in the Belle Rose area.
20. President Martin Triche recognized the Secretary-Treasurer, who stated that only one (1) bid was received for items 16 and 17 from S & S Holmes. She stated that the bid for 179 Grisaffe Lane is \$2,180.00 and for 209/213 Sophie St. is \$4,320. She then informed the Jury that the low bid can be accepted contingent upon receiving an updated certificate of insurance from the contractor.
21. Police Juror Chris Carter offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve and accept the low bid of \$2,180 submitted by S&S Holmes for the demolition, removal and disposal of the derelict structure located at 179 Grisaffe Lane." The motion was unanimously adopted.
22. Police Juror Chris Carter offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury approve and accept and the low bid of \$4,320 submitted by S&S Holmes for the demolition, removal and disposal of the derelict structure located at 209/213 Sophie St.." The motion was unanimously adopted.
23. President Martin Triche recognized the Parish Manager, who stated that the measurements were taken for the proposed business, Black Tackle, LLC, to sell alcohol. He stated that from door to door it is within the 500 ft. required by the Parish ordinance.
24. Police Juror Jeff Naquin offered a motion, seconded by Mr. Booster Breaux, "THAT, the Police Jury refuse the request for a liquor license submitted by Black Tackle, LLC due to the distance from St. Joseph the Worker Catholic Church." The motion was unanimously adopted.
25. Police Juror Chris Carter offered a motion, seconded by Mr. Henry Dupre, "THAT, the Police Jury approve the liquor license application submitted for Bayou Corner Stop." The motion was unanimously adopted.
26. Police Juror Jeff Naquin offered a motion, seconded by Mr. Booster Breaux, "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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Martin S. Triche  
President

On a motion by Mr. Booster Breaux, 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 Special Programs Director to apply for the 2016-2018 CSBG grant.

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

Yeas:	8
Nays:	0
Absent:	Irving Comeaux

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve medical leave for Donna Guilfo under the Family Medical Leave Act starting October 19, 2016 for a period not to exceed 8 weeks. All benefits and associated premiums are 100% the responsibility of Ms. Guilfo during her FMLA leave of absence or they will result in termination of coverage.

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

Yeas: 8  
Nays: 0  
Absent: Irving Comeaux

On a motion by Mr. Henry Dupre, seconded by Mr. Booster Breaux, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its President, Martin S. Triche, and its OEP Director, John Boudreaux, to sign the Cities Readiness contract and statement of work for 2016-17 between the State of Louisiana Department of Health and Assumption Parish.

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

Yeas:	8
Nays:	0
Absent:	Irving Comeaux

On a motion by Mr. Henry Dupre, seconded by Mr. Booster Breaux, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the allocation of \$1,385.60 of excess funds to the Bertrandville Sewer Project.

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

Yeas:	8
Nays:	0
Absent:	Irving Comeaux

On a motion by Mr. Henry Dupre, seconded by Mr. Booster Breaux, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve substantial completion for the Attakapas Canal Hydraulic Restoration Project with minimal punch list items remaining to be completed.

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

Yeas:	8
Nays:	0
Absent:	Irving Comeaux
Abstain:	0

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

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and accept the fee change for commercial building permits as presented by Kevin Belanger and Michael Wich of the Code Council to now be based on square footage costs and reduced from \$.60 to \$.50.

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

Yeas: 8  
Nays: 0  
Absent: Irving Comeaux

On a motion by Mr. Henry Dupre, seconded by Mr. Booster Breaux, the following resolution was adopted:

#### RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and grant a variance of 6 ft. on side set backs on the property located on North Bay Road, behind Lanson and Monica Metrejean at 233 North Bay Road in the Pierre Part Community.

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

Yeas: 8  
Nays: 0  
Absent: Irving Comeaux