



Parish of Ascension

Office of the Parish Council

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REGULAR MEETING OF THE ASCENSION PARISH COUNCIL

February 15, 2024 - 6:00 PM

**ASCENSION PARISH COURTHOUSE
607 E. Worthey Rd Gonzales**

AGENDA

- (1) **Call To Order / Invocation and Pledge**
- (2) **Roll Call**
- (3) **Chair's Additions**
- (4) **Public Comment Sign- In Period**
- (5) **Parish President's Report:**
- (6) **Consent Agenda**
 - a. Adoption of January 18, 2024 Regular Council Meeting minutes
 - b. Adoption of February 1, 2024 Regular Council Meeting Minutes
 - c. Renewal of the Cooperative Endeavor Agreement with Southeast Louisiana High School Rodeo Club to provide funding in the form of a one-time payment of \$17,000.00 to enhance economic development through the hosting of an annual rodeo for participants in grades 5th through 12th to be held at Lamar Dixon Expo Center on March 1-3, 2024 (Richard James, Southeast Louisiana High School Rodeo Club) *Finance Committee Recommendation*
 - d. Approval of Amendment #4 to the Cooperative Endeavor Agreement between Ascension Parish Government and Nicholls State University wherein the University shall provide consulting services for the Early Learning Center in Donaldsonville, Louisiana to update the billable rate schedule - Total Contract amount not to exceed \$1,500,000.00 (Colleen Arceneaux, Director Health and Community Development) *Finance Committee Recommendation*
 - e. Approval of Amendment #1 to Professional Services Contract between Ascension Parish Government and Roberto Macedo & Associates for Administrative Consultant Services for funds received through the Department of Housing and Urban Development (HUD) Program for Section 8 Housing to increase the contract amount by \$12,000.00 for a total contract amount not to exceed \$87,000.00 due to an increase in

Administrative Fees granted by HUD (Hermina Edwards Irvin, Grants Director) *Finance Committee Recommendation*

- f. Approval of Amendment #1 to the Joint Intergovernmental Agreement and Cooperative Endeavor Agreement for the Adult Drug Intervention Program to increase the amount of the agreement by an additional \$14,000.00 for a total amount of \$103,900.00 (Colleen Arceneaux, Director of Health and Community Development) *Finance Committee Recommendation*
- g. Approval of Renewal of the Agreement with Acadian Total Security for GPS Monitoring for up to 500 units at a cost not to exceed \$12,500.00 per month or \$150,000.00 annually. Exact payment will be only for units that get GPS devices installed, with a discounted rate of \$25 per unit. This is the third year of a three (3) year agreement (Jade Robin, Project Manager) *Finance Committee Recommendation*
- h. Approval of Amendment #1 to the Master Contract with Unifirst Baton Rouge for uniform rental and flat supplies to extend the contract term through March 31, 2024. This amendment only extends the term and does not affect contract price (Randy Mullis, Project Manager) *Finance Committee Recommendation*
- i. Approval of Change Order #1 - Richard Price Construction, for the Churchpoint Road at Roddy Road Roundabout Project in the Move Ascension Program, Project H.006459, to reimburse the contractor for LADOTD's requirement to purchase Owners and Contractors Protective Liability (OCP) insurance, which increases the contract amount by \$2,496.00, for a new total contract amount of \$1,938,579.96 (Daniel Helms, Chief Transportation Engineer) *Finance Committee Recommendation*
- j. Approval of Change Order #2 to Task Order #3 - R.J. Daigle and Sons Contracting, Inc. for 2020 Asphaltic Concrete Reconstruction and Overlay Improvements to add an additional 323 days to the task order to rectify quantity discrepancies and issue a substantial completion. The total task order amount remains unchanged at \$1,073,180.03 (Daniel Helms, Chief Transportation Engineer) *Finance Committee Recommendation*
- k. Approval of Change Order #4 - R.J. Daigle and Sons Contracting, Inc. for the 2020 Asphaltic Concrete Reconstruction and Overlay Improvements Project to add an additional 259 days to the Contract to allow for additional time required by Task Order #3 and to reduce the contract amount by \$432,684.37 to balance the contract value with project cost. The final contract amount is \$5,450,374.07 (Daniel Helms, Chief Transportation Engineer) *Finance Committee Recommendation*
- l. Results of Request for Quotes and approval to enter into a Contract with I.C.E. Sales & Service, LLC for Removal and Replacement of the Muffin Monster Control Systems in the amount of \$167,500.00 (Jim Buras, Purchasing Director) *Finance Committee Recommendation*
- m. Results of Request for Qualifications and approval to enter into agreement with Enhanced Environmental and Emergency Services, Inc. (E3OMI) for Emergency Chemical Response Services for the cleanup of oil and chemical spills on recommendation of the Professional Selection Committee (Jim Buras, Purchasing Director) *Finance Committee Recommendation*
- n. Results of Request for Proposals and approval to enter into a Contract/Agreement with Gaston's BBQ for meal services for West Ascension Early Learning Center for the preparation and distribution of three meals (breakfast, lunch and afternoon snack) during daily operational hours in accordance with State and Federal Codes, Guidelines and Regulations for the children enrolled with the Learning Center at a cost of \$7.00 per child, per day (Jim Buras, Purchasing Director) *Finance Committee Recommendation*
- o. Results of Request for Quotes and approval to enter into contract with Expert Maintenance & Construction Services, LLC for Ascension Parish Utilities Department Security Renovations to renovate portions of the Utilities Department office area in Donaldsonville to ensure the security of the employees in the amount of \$51,000.00

(Jim Buras, Purchasing Director) *Finance Committee Recommendation*

- p. Results of Request for Proposals and approval to enter into a Contract/Agreement with Clean Earth Environmental Solutions for household hazardous materials collection services (Jim Buras, Purchasing Director) *Finance Committee Recommendation*
- q. Approval of Change Order #1 - Fabco, Inc. for PJ's Landing Building Demolition Project, to increase contract time by an additional 30 days for a new substantial completion date of 2/23/24 and increase contract price by an additional \$13,386.90 for a total contract price of \$54,426.60 for full demolition of remaining structure. This is a change from the original scope of work which included selective demolition of the structure with intent to leave open, covered pavilion (Rachael Farrar, Project Manager) *Finance Committee Recommendation*

(7) General Business

- a. Acceptance of Bid and Approval to enter into contract with Build Commercial Construction, LLC for the Ascension Parish Courthouse - Courtroom Completion - Randy Mullis (Parish President Clint Cointment, Chairman Chase Melancon, Councilman Michael Mason)
- b. Resolution - to authorize Parish President Clint Cointment to sign and execute all contracts, agreements and legal documents as authorized by the Council (Legal Counsel)
- c. Presentation and approval of Property and Casualty Insurance Rates for Ascension Parish (Bret Hughes, Hughes Insurance) *Chairman Chase Melancon, Councilman Brett Arceneaux, Councilman Michael Mason, Councilman Blaine Petite*

(8) Introduction of Ordinances - (Legal Counsel)

- a. Introduction of Ordinance - to amend the Ascension Parish Code of Ordinances, Chapter 2 - Sec 2-11 (b)(2) and Section 2-121 through 2-129 to update the list of ratified positions to include those specifically required by the Home Rule Charter (CAO, CFO, and Parish Secretary), to remove the requirement for Parish council approval of department head pay and benefits, to create the Health and Community Development Division with a ratified position of Director, Health and Community Development, and to delete the ratification requirement for all other departments/positions and subsequent sections that contain ratification language except Director, Infrastructure Division, and Director, Public Works Department (Lucy Caso, Human Resources Director)
- b. Introduction of Ordinance - to approve an act of donation and accept the donation of two vehicles (One (1) 2023 Ford 119 Explorer Police AWD 4 DR, VIN FM5K8AB0PGB84304; and One (1) 2023 Ford 119 Explorer Police AWD 4DR, VIN 1FM5K8ABXPGB84407) from Galvez Lake Volunteer Fire Department to Ascension Parish Fire District #1 (James LeBlanc and/or Joshua Wingerter, Fire District #1) *Finance Committee Recommendation*
- c. Introduction of Ordinance - to declare miscellaneous movable equipment surplus (Lynda Timmons, Senior Accountant Finance Dept) *Finance Committee Recommendation*
- d. Introduction of Ordinance - to amend the Ascension Parish Code of Ordinances, Chapter 2, Administration, Art. I. - In General, Sec. 2-8. - Public Documents. - (c) Fee Schedule to add (5) Electronic delivery of records (Jean Paul Robert, Parish Attorney) *Finance Committee Recommendation*
- e. Introduction of Ordinance - to purchase movable property (mobile home), as part of the Beco Road purchase on behalf of East Ascension Consolidated Drainage District (Jean Paul Robert, Parish Attorney) *Finance Committee Recommendation*
- f. Introduction of Ordinance - to amend an ordinance adopted on November 21, 2023 to accept, via a Cooperative Endeavor Agreement and Act of Donation, certain property owned by Palo Alto Incorporated, for the use of fire services by Fire District No. 2 - to correct ownership from Palo Alto Incorporated and the McCall Company, LLC to Palo Alto Incorporated (only) (Legal Counsel)

(9) Public Hearings Ordinances - (Legal Counsel)

- a.** Reading of Ordinance - to amend Exhibit "A" of the ordinance adopting system of reimbursement in accordance with Section 4-04(B) of the Ascension Parish Charter and in compliance with state law - to amend the per diem rate from \$75.00 to \$125.00 for Council travel
- b.** Public Hearing - to consider an ordinance amend Exhibit "A" of the ordinance adopting a system of reimbursement in accordance with Section 4-04(B) of the Ascension Parish Charter and in compliance with state law - to amend the per diem rate from \$75.00 to \$125.00 for Council travel
- c.** Ordinance - to amend Exhibit "A" of the ordinance adopting a system of reimbursement in accordance with Section 4-04(B) of the Ascension Parish Charter and in compliance with state law - to amend the per diem rate from \$75.00 to \$125.00 for Council travel

(10) Adjourn

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