



Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

July 9, 2024 - 5:30 PM

ASCENSION PARISH COURTHOUSE
607 EAST WORTHEY ROAD
GONZALES, LOUISIANA 70737

MINUTES

- (1) **Call To Order / Invocation and Pledge** - The meeting was called to order at 5:30 pm by Vice Chairman Dennis Cullen. Councilman Oliver Joseph led the Committee in the invocation and pledge.
- (2) **Roll Call** – All members were present with the exception of Councilman Joel Robert, Councilman Travis Turner, Councilman Michael Mason, and Councilman Blaine Petite.
- (3) **Chair's Additions** - There were no additions to the agenda.
- (4) **Public Comment** – Vice Chairman Cullen announced that anyone wishing to speak should sign in now.
- (5) **GENERAL BUSINESS**
 - a. **Approval of edit to the Cooperative Endeavor Agreement between Ascension Parish Government and Ascension Parish School Board (APSB) that was previously approved by Parish Council in January 2024 to coordinate resources to support early childhood education throughout the Parish, specifically focusing on underserved families and children. APSB requested the following edit be made: Section 1:8 - Delete the phrase "prioritizing high-need areas throughout Ascension Parish" due to the fact that families who qualify for Early Childhood Education Fund Assistance choose which participating early learning center they would like their children to attend, making the deleted phrase irrelevant. The program focuses on assisting disadvantaged families and their geographical preferences** - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.

- b. **Approval of Amendment #1 to the Agreement for Autopsy Transport Services with Dr. Christopher Trevino and Harry Smith, Jr. d/b/a KT Mortuary Transport Service, LLC to add \$25,000.00 to the contract amount to pay remaining invoices owed for a new not to exceed contract amount of \$74,999.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
- c. **Approval of Addendum #2 to the Sublease Agreement with Donaldsonville Developments, LLC for part of the building located at 318 Mississippi Street, Donaldsonville, Louisiana, to extend the term for an additional year through September 20, 2025, and increase the monthly rent amount to \$13,763.19, as per the original Sublease terms** - Ricky Compton, Infrastructure Division Director spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
- d. **Approval of Renewal of Master Services Contract with Enmon Enterprises, LLC d/b/a Jani-King of Baton Rouge for janitorial services at Parish facilities for a term of one (1) year, beginning August 18, 2024. Total contract amount not to exceed \$1,594,093.00** - Ricky Compton, Infrastructure Division Director spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Brian Hillensbeck. The motion passed with no objection.
- e. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and Life House. Life House will provide general and skilled labor personnel to Ascension Parish Government and Ascension Parish Government will provide employment and pay the laborers provided by Life House at the agreed upon rate according to the rate sheet attached to the agreement. This Cooperative Endeavor Agreement shall terminate on December 31, 2024, with a total not to exceed amount of \$149,000.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
- f. **Approval of Legal Services Contract with Butler Snow, LLP to represent the Parish in legal services in connection with the proposed creation of Infrastructure Development Districts and/or Economic Development Districts. Payment is on an hourly basis, based on the Louisiana Attorney General's Maximum Hourly Fee Schedule, with a not to exceed amount of \$70,000.00** - Eric Poche, Director Planning and Development spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
- g. **Approval of Ordinance declaring surplus and authorization of the sale and/or transfer of miscellaneous movable equipment** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.
- h. **Approval of Amendment #1 to the Master Services Contract with Cuyler Boad, d/b/a Innovative Aquatic Solutions, to decrease the total amount of the contract by -\$22,774.00, for a new not to exceed amount of \$46,726.00 due to the completion of the pond cleaning at the Ascension Parish Governmental Complex** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brett

Arceneaux. The motion passed with no objection.

- i. **Approval of Amendment #1 to Master Contract for Professional Services with Pintail Contracting, LLC for the Water Plant Media Change & Paint Community Water Enrichment Fund (CWEF) 2021-CWEF-ASC-0001/P.O. #2000644518 project for additional work to repair a leak in existing filter floor (approximately 15' in length). The total amount for this amendment is \$1,431.00 for a new contract amount of \$98,487.00 and no change in contract term - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.**
- j. **Approval of Amendment #1 to the Master Services Contract with Clean Earth of Alabama, Inc. for household hazardous materials collection, to increase the contract amount by \$27,000.00, for a total not to exceed amount of \$80,694.35 - A motion to approve forwarding to the full Council for approval was made by Councilman Brian Hillensbeck. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.**
- k. **Approval of Change Order #5 - R.J. Daigle & Sons Contractors, Inc. for the Ascension Parish Overlay Program, Project H.014704.6, to reconcile final quantities for milling, patching, overlays and associated activities and to add 116 days to the contract. This change order will decrease the contract amount by - \$273,965.29, for a new total contract amount of \$3,610,274.47 - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.**
- l. **Approval of Change Order #3 - Richard Price Contracting Co., LLC, for the Churchpoint Road and Roddy Road Roundabout Project in the Move Ascension Program, Project H.006459, to remove unforeseen asphalt in base course. This change order will increase the contract amount by \$4,600.00, for a new total contract amount of \$1,956,829.96 (Richard Price Contracting Co., LLC., DOTD Change Order #4) - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brian Hillensbeck. The motion passed with no objection.**
- m. **Approval of Change Order #4 - Richard Price Contracting Co., LLC, for the Churchpoint Road and Roddy Road Roundabout Project in the Move Ascension Program, Project H.006459, to add an additional catch basin adjacent to the apartment complex parking lot. This change order will increase the contract amount by \$3,485.13, for a new total contract amount of \$1,960,315.09 (Richard Price Contracting Co., LLC, DOTD Change Order #5) - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brian Hillensbeck. The motion passed with no objection.**
- n. **Approval of Change Order #5 - Richard Price Contracting Co., LLC, for the Churchpoint Road Roddy Road Roundabout Project in the Move Ascension Program, Project H.006459, to remove center island landscaping, provide for a concrete pump truck to place concrete in the center island of the roundabout, and add six (6) working days to the contract. This change order will decrease the contract amount by -\$10,342.64, for a new total contract amount of \$1,949,972.45 (Richard Price Contracting Co., LLC, DOTD Change Order #6) - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon.**

The motion was seconded by Councilman Brian Hillensbeck. The motion passed with no objection.

- o. Approval of Contract between Ascension Parish Government and R.J. Daigle & Sons Contractors, Inc. - PR 929 Overlay: US61 - Parker Road, State Project #H.014642, in the amount of \$1,139,685.32, and approval for the Parish President to execute this contract. LADOTD did advertise for, receive and accept a bid from the contractor for work on the construction project -** Daniel Helms, Chief Transportation Engineer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- p. Contract Report of all Contracts/Agreements entered into in the month of June 2024** Vice Chairman Cullen announced that the report was emailed to the Committee ahead of the meeting and if they have any questions, they can contact Legal or Finance.

(6) FINANCE REPORTS

- a. Monthly Report of new positions added to the Ascension Parish Government Classification Plan in the month of June 2024 -** Lucy Cason, Human Resources Director spoke to the Committee on this item.
- b. Financial Update - Open Finance at**
<https://ascensionparishla.finance.socrata.com/#!/dashboard> - Vice Chairman Cullen advised that Open Finance is available for viewing at the URL listed and Finance can be contacted with any questions.

- (7) Adjourn** – The meeting was adjourned at 6:05 pm on a motion by Councilman Chase Melancon, seconded by Councilman Todd Varnado.