



Parish of Ascension

Office of Finance

www.ascensionparish.net

FINANCE COMMITTEE MEETING

December 10, 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 Chairman Michael Mason. Councilman Brett Arceneaux led the Committee in the invocation and pledge.
- (2) **Roll Call** - All members were present with the exception of Councilman Oliver Joseph, Councilman Travis Turner, Councilman Joel Robert, Councilman Todd Varnado, and Councilman Dennis Cullen.
- (3) **Chair's Additions** - There were no additions to the agenda.
- (4) **Public Comment** - Chairman Mason announced that anyone wishing to speak should sign in now.
- (5) **GENERAL BUSINESS**
 - a. **Approval of Amendment #1 to the Joint Intergovernmental Agreement and Cooperative Endeavor Agreement between Ascension Parish Government and Ricky L. Babin, 23rd Judicial District Attorney to add another \$17,000.00 to pay remaining invoices, for a new not to exceed amount of \$106,900.00** – A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
 - b. **Approval of Renewal of Master Contract for Professional Services with DRC Emergency Services, LLC for Emergency Debris Removal and Related Services. The compensation to the Provider shall be per the fee schedule** - 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.

- c. **Approval of Renewal of Master Contract for Professional Services with Tetra Tech, Inc. for Emergency Debris Monitoring. The compensation to the Provider shall be per the fee schedule** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- d. **Approval of Renewal of Master Contract for Professional Services with Ralph's Market for Emergency Feeding for Parish Employees during a Declared State of Emergency. The compensation to the Provider shall be per the fee schedule** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Chase Melancon. The motion passed with no objection.
- e. **Approval of Renewal of Master Services Contract with Corporate Mechanical Contractors, Inc. for preventative maintenance and emergency repair services on chiller plants, air conditioning and heating units, and exhaust fans at Lamar Dixon Expo Center for a not to exceed amount of \$100,000.00** - 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.
- f. **Approval of Amendment #1 to Master Services Contract with Corporate Mechanical Contractors, Inc. for HVAC Maintenance and Repair in Parish facilities to add another \$100,000.00 for a total budget amount not to exceed \$450,000.00. This Amendment is due to significant costs incurred after the storm, replacement of large pieces of equipment, and loss of the certified technician employed by the Parish. The total budget amount may be shared by more than one provider** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- g. **Approval of Amendment #1 to Master Services Contract with Gallo Mechanical Services, LLC for HVAC Maintenance and Repair in Parish facilities to add an additional \$100,000.00 for a total budget amount not to exceed \$450,000.00. This Amendment is due to significant costs incurred after the storm, replacement of large pieces of equipment, and loss of certified technician employed by the Parish. Total budget amount may be shared by more than one Provider** - 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 #2 to Master Services Contract with Del-Con, LLC for mechanical maintenance support services to add another \$25,000.00 due to large expenses for Rock the Country preparations and to supplement employee shortages for a not to exceed amount of \$150,000.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.
- i. **Approval for the Parish President to execute the Entity/State Agreement between the Louisiana Department of Transportation and Development (LADOTD) and Ascension Parish Government for the reconstruction of the bridge on Devall**

Road between Joe Sevario Road and Keystone Subdivision, as a part of their Off-System Bridge Program, State Project Number H.015530. LADOTD will advertise, award, and reconstruct the bridge at no cost to the Parish - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.

- j. **Approval of Amendment #2 to the Master Contract for Professional Services with HNTB Corporation - Move Ascension Program Manager to modify the scope of services and extend the contract by a term of one (1) year with an expiration date of December 31, 2025. This amendment will decrease the current contract value by \$286,022.51 for a not to exceed total of \$4,508,778.57** – Jeff Burst with HNTB spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- k. **Approval of Resolution to adopt the inventory and proposed priorities for Capital Road Improvements in accordance with the Unitary Plan of Operations for selection of Parish roads for new construction and maintenance for the Parish Road System for 2025, 2026, and 2027** - 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 Brian Hillensbeck. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- l. **Request to amend the period dates of the Annual Certification of Compliance for the Off System Bridge Replacement Program that was approved by Ascension Parish Council on August 20, 2024, to January 1, 2025 through December 31, 2025 as requested by LADOTD** - 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 Brett Arceneaux. The motion passed with no objection.
- m. **Approval of Change Order #1 - Command Construction, LLC for the Ascension Parish Water Sector Program (Round 1) Project #240130, to increase the contract amount by an additional \$1,113.20 for subcontractor Cajun South's mobilization to the jobsite for an additional boring for HDPE pipe, not in the original contract. The increase brings the new total contract amount not to exceed \$3,645,363.20, with no additional days added to the contract term** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- n. **Approval of Amendment #2 with Clean Earth of Alabama, Inc., to increase the contract amount by \$55,808.00 for a total not to exceed amount of \$136,502.35 to pay outstanding invoices** - A motion to approve forwarding to the full Council for approval was made by Councilman Chase Melancon. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- o. **Contract Report of all Contracts/Agreements entered into in the month of November 2024** - Chairman Mason 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 November 2024** – Chairman Mason announced that there were no new positions added in the month of November.
- b. Financial Update - Open Finance at**
<https://ascensionparishla.finance.socrata.com/#!/dashboard> - Chairman Mason announced 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 5:41 pm on a motion by Councilman Chase Melancon, seconded by Councilman Blaine Petite.