



Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

April 8, 2025 - 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 Brian Hillensbeck. Councilman Oliver Joseph led the Committee in the invocation and pledge.
- (2) **Roll Call** - All members were present with the exception of Councilman Travis Turner, Councilman Chase Melancon, Councilman Joel Robert who arrived at 5:32 pm and Councilman Brett Arceneaux who arrived at 5:37 pm.
- (3) **Chair's Additions** - There were no additions to the agenda.
- (4) **Public Comment** - Chairman Hillensbeck announced that anyone wishing to speak should sign in now.
- (5) **GENERAL BUSINESS**
 - a. **Approval to proceed with Introduction of Ordinance - to purchase sugar cane/crop stubble located on 47.663 acres on land owned by PRICECO West, LLC for the price of \$148,890.63** - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
 - b. **Approval to proceed with Introduction of Ordinance - to accept a donation of a parcel of immovable property being 59.052 acres, more or less, described as Tracts AP3, AP4, and AP5, being a portion of the Arlington Plantation Property at no cost to the Donor** - A motion to approve forwarding to the full Council for approval was made by Councilman Oliver Joseph. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.

- c. **Approval of Amendment #2 to the Claims Administration Service Agreement with Louisiana Claims Administrators (LoCA) for claims management and administration to add an additional \$5,000.00 to cover overages and any additional fees provided for in Exhibit A of the Contract. The new not to exceed amount is \$81,300.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- d. **Approval of Resolution for Parish President Clint Cointment to negotiate for a time period of 36 months with Louisiana Department of Health and Hospitals** - Colleen Arceneaux, Director of Health and Community Development spoke to the Committee on this item. A motion to amend the resolution to specify that this is only for the Women, Infants and Children (WIC) Program was made by Councilman Joel Robert. The motion to amend was seconded by Councilman Oliver Joseph. A motion to approve forwarding the amended Resolution to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
- e. **Approval of Juvenile & Youthful Offender Housing Agreement with Jackson Parish Sheriff's Department. This agreement is for housing and transportation of juvenile or youthful offenders per the fee schedule. Ascension Parish Government will be responsible for all medical and pharmaceutical costs of the incarcerated juvenile as per the agreement** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- f. **Approval to proceed with Introduction 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 Oliver Joseph. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- g. **Approval to proceed with Introduction of Ordinance - accepting donation of two 2018 Dodge Ram Trucks (Vin #3C63R2CL0JG291981, odometer reading 66,199, value \$30,000.00 and Vin #3C63R2CL1JG304804, odometer reading 77,798, value \$30,000.00) to Ascension Parish Government to be used by Ascension Parish Fire Protection District No. 1** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilwoman Tia Starr. The motion passed with no objection.
- h. **Approval to enter into contract/agreement with the lowest responsive bid received from Del-Con, LLC for the project - Ascension Parish Governmental Complex Renovations in the amount of \$240,000.00** - Randy Mullis, Project Manager III spoke to the Committee on this item. 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.
- i. **Approval of Change Order #1 to the contract with Bayou Irrigation, Inc. for the Ascension Parish Courthouse Green Infrastructure Improvements Project. This change order will add 90 days to the contract term and increase the contract amount by \$88,715.52, for a new contract amount not to exceed \$877,715.52** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.

- j. **Approval to proceed with Introduction of Ordinance - to acquire a parcel of immovable property being Five and Four Hundredths (5.04) acres located in Section 22-9-3, East of the Mississippi River, Ascension Parish, Louisiana, for the price of Four Hundred Fifty Thousand and Zero Hundredths (\$450,000.00) Dollars, or the appraised value, whichever is lesser, plus the cost of closing** - Ron Savoy, Director Drainage Capital Projects spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Dennis Cullen. The motion passed with no objection.
- k. **Approval to proceed with Introduction of Ordinance - to acquire a parcel of immovable property being Two and One Hundredths (2.01) acres located in Section 22-9-3, East of the Mississippi River, Ascension Parish, Louisiana, for the price of One Hundred Fifty Thousand and Zero Hundredths (\$150,000.00) Dollars, or appraised value, whichever is lesser, plus the cost of closing** - Ron Savoy, Director Drainage Capital Projects spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- l. **Approval of Amendment #1 to Master Services Contract with Enmon Enterprises, LLC d/b/a Jani-King of Baton Rouge for janitorial services at various locations around the Parish. This Amendment is to include two additional locations. The total amount of the Amendment is \$43,846.00 for a not to exceed amount of \$1,637,939.00 through August 17, 2025** - Brandon Smith, Recreation Director spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Brett Arceneaux. The motion passed with no objection.
- m. **Approval of Cooperative Endeavor Agreement with Kingdom Fitness Recreation to provide recreation to the citizens of Ascension Parish through the use of Parish facilities. The Association shall compensate the Parish 10% of all revenues collected as registration fees for programs utilizing parish property** - Brandon Smith, Recreation Director spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Brett Arceneaux. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- n. **Approval of Contract with Scott Fence USA, LLC for the installation of pipe rail fencing for the Butch Gore Pipe Rail Fencing Project. Total contract amount not to exceed \$89,778.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- o. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and the Louisiana Department of Transportation and Development (LADOTD) for the LA 44 at Parker Road/LA 933 Roundabout Project and approval for Parish President Clint Cointment to execute the Agreement** - A motion to approve forwarding to the full Council for approval was made by Councilwoman Pam Alonso. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.

- p. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and Louisiana Department of Transportation and Development (LADOTD) for the LA 73 at LA 429 (Cornerview Road) Roundabout Project and approval for Parish President Clint Cointment to execute the Agreement** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- q. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and the Louisiana Department of Transportation and Development (LADOTD) for the LA 73 at Bluff Road (LA 928) Connector Project and approval for Parish President Clint Cointment to execute the Agreement** - 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 Todd Varnado. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- r. **Approval of renewal of Legal Services Contract with Daigle, Fisse & Kessenich for general legal matters. The rate at which attorney may bill the Parish shall not exceed the Attorney General rate and shall not exceed \$150,000.00** - A motion to approve forwarding to the full Council for approval was made by Councilman Dennis Cullen. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- s. **Approval of Intergovernmental Agreement between Ascension Parish Government and Ascension Parish Coroner's Office for the purchase of a mausoleum for the placement of unclaimed human remains for those who died in the Parish in the amount of \$4,777.50 plus additional fees per agreement** - A motion to approve forwarding to the full Council for approval was made by Councilman Joel Robert. The motion was seconded by Councilman Blaine Petite. The motion passed with no objection.
- t. **Contract Report of all Contracts/Agreements entered into in the month of March 2025** - Chairman Hillensbeck 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. **Budget Amendment #2 - Approval to amend 2025 Budget** - Dawn Caballero, Chief Financial Officer spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilman Todd Varnado. The motion passed with no objection.
- b. **Review and approval to proceed with Introduction of Ordinance - 2025 Millage Process and Ordinance** - Dawn Caballero, Chief Financial Officer 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 Councilwoman Pam Alonso. The motion passed with no objection.
- c. **Monthly Report of new positions added to the Ascension Parish Government Classification Plan in the month of March 2025** – Chairman Hillensbeck announced that no new positions were added in the month of March 2025.

d. **Financial Update - Open Finance at**

<https://ascensionpaishla.finance.socrata.com/#!/dashboard> - Chairman Hillensbeck 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 6:05 pm on a motion by Councilman Dennis Cullen, seconded by Councilman Joel Robert.