



Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

September 9, 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 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 Brett Arceneaux, Councilman Joel Robert, Councilman Chase Melancon, Councilman Dennis Cullen, and Councilman Travis Turner who arrived at 5:32 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 of Cooperative Endeavor Agreement between Ascension Parish Government and Sorrento Lions Club dba Boucherie Festival Association to assist with marketing and public relations for an annual payment of \$3,500.00 for a period of three (3) years** – A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
 - b. **Discussion and recommendation of action on the notice of non-compliance for contacts #20170070-ITE and #20170234-ITE, Mauser USA, LLC and Talon Industrial, LLC** – Lisa Laws with Ascension Economic Development Corporation and Keith Babin Plant Manager with Mauser USA, LLC spoke to the Committee on this item. A motion to recommend no action be taken on the notice of non-compliance was made by Councilman Blaine Petite. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.

- c. **Approval of Cooperative Endeavor Agreement between Ascension Parish Government and the Twenty-Third Judicial District for the Families In Need of Services (FINS) program** – 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.
- d. **Approval of Amendment No. 1 to the Master Contract for Professional Services with Duplantis Design Group, PC for the South Louisiana Fairgrounds Park Upgrades, to extend the contract term to December 31, 2025, retroactive from June 22, 2025. This amendment only extends the term of the contract and does not affect the contract price of \$177,340.00** - 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.
- e. **Approval of Change Order No. 1 to the contract with Del-Con, LLC for Ascension Parish Governmental Complex Renovations due to unforeseen conditions and additional scope of work, such as additional wood blocking, relocation of electrical feeds and connections and additional wall construction including glass walls and doors, an additional 14 days for completion of work are being added to the contract** - Randy Mullis, Director Project Management and Ricky Compton, Chief Administrative 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 Councilwoman Pam Alonso. The motion passed with no objection.
- f. **Approval of Change Order No. 4 to the contract with Stricklin and Porter Construction, LLC for the Southwood Park Improvements Project, to add 45 days to their contract due to permit delays in connection with the pre-engineered restroom approval** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Oliver Joseph. The motion passed with no objection.
- g. **Approval of Amendment No. 1 to the Master Services Contract with Roland J. Robert Distributor, Inc. for the dispensing of on-site, off-site, and bulk delivery of motor fuels. This amendment is to extend the contract term by twelve (12) months for a new expiration date of October 31, 2026. The compensation to the provider shall be per the original contract** - 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.
- h. **Approval to enter into Contract with Primero Services, Inc. dba ServiceMaster Elite Cleaning Services for the cleaning of parish facilities. Contract amount will be per fee schedule** - A motion to approve forwarding to the full Council for approval was made by Chairman Brian Hillensbeck. The motion was seconded by Councilwoman Tia Starr. The motion passed with no objection.
- i. **Approval of Amendment No. 2 to the Master Services Contract for Maintenance Mechanical Support Services with Del-Con, LLC to increase the contract amount by \$35,000.00 for a total contract amount not to exceed \$160,000.00 through the end of the contract on December 20, 2025** - A motion to approve forwarding to the full Council for approval was made by Councilman Todd Varnado. The motion was seconded by Councilman Travis Turner. The motion passed with no objection.

- j. **Approval of the Professional Selection Committee's recommendation to select the three (3) highest scoring respondents: Gulf South Engineering and Testing, Inc., Terracon Consultants, Inc., and Ardaman & Associates, Inc. for the RFQ - Geotechnical Assistance and to authorize the Parish President to enter into Professional Services Contracts** - A motion to approve forwarding to the full Council for approval was made by Councilman Blaine Petite. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- k. **Approval of Entity/State Agreement between Ascension Parish Government and the Louisiana Department of Transportation and Development (LADOTD) for the construction of sidewalks along West Worthey Road (H.016083), 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 Blaine Petite. The motion passed with no objection.
- l. **Approval of Final Acceptance of the PR 929 Overlay (US 61-Parker Road), State Project H.014642, R.J. Daigle and Sons Contractors, Inc.** - 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.
- m. **Approval of Renewal of Legal Services Contract with Larry Buquoi for real estate acquisitions and miscellaneous land-related work for a not to exceed amount of \$50,000.00** - Jean Paul Robert, Parish Attorney spoke to the Committee on this item. A motion to approve forwarding to the full Council for approval was made by Councilman Travis Turner. The motion was seconded by Councilwoman Pam Alonso. The motion passed with no objection.
- n. **Approval of Renewal of Legal Services Contract with Ledet Law Group, LLC for Alan Braud vs Ascension Parish Council, Delacey Joseph vs Ascension Parish, and use of his services on any further personnel or employment issues or lawsuits against Ascension Parish Government for a not to exceed amount of \$60,000.00** - Jean Paul Robert, Parish Attorney 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. Councilman Oliver Joseph abstained from voting on this item.
- o. **Approval of Renewal of Legal Services Contract with Jeff Diez for legal advice, advisory opinions, counsel and legal assistance on an as-needed, on-call continuing basis for a not to exceed amount of \$90,000.00** - Jean Paul Robert, Parish Attorney 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.
- p. **Approval of Renewal of Legal Services Contract with Stemmans & Alley, PLLC to represent the Parish in insurance litigation, including workers compensation and any other legal matters for a not to exceed amount of \$45,000.00** - Jean Paul Robert, Parish Attorney 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.

- q. **Approval to enter into a Contract between Ascension Parish Government and Cypress Roofing, LLC, for the removal and replacement of the roof on the Donaldsonville Utilities Office Building in the amount of \$69,291.38** - 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.
- r. **Approval for Parish President Clint Cointment to sign and execute all documents relating to FY 2025-2026 LA 3127 Connector from Hwy 70 to LA 1 FP&C Project #50-J03-25-01 and/or Dawn Caballero, Chief Financial Officer for financial documents** - 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.
- s. **Contract Report of all Contracts/Agreements entered into in the month of August 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. **Monthly report of new positions added to the Ascension Parish Government Classification Plan in the month of August 2025** – Chairman Hillensbeck announced that no new positions were added in the month of August 2025.
- b. **Financial Update - Open Finance at**
<https://ascensionparish.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 5:52 pm on a motion by Councilman Todd Varnado, seconded by Councilwoman Tia Starr.

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