

**WEST BATON ROUGE PARISH COUNCIL
REGULAR MEETING—AUGUST 27, 2015
WEST BATON ROUGE PARISH COUNCIL
GOVERNMENTAL BUILDING
880 NORTH ALEXANDER AVENUE, PORT ALLEN, LOUISIANA
6:30PM**

The Regular Meeting of the West Baton Rouge Parish Council was held on Thursday, August 27, 2015 and called to order at 6:30pm. Council Chairman Gary Spillman requested that all electronic devices be placed on silent as the meeting opened with the pledge led by Fire Chief Kenny Hunts.

Roll-Call Pro System recorded the following members as being present:

Messrs. Chris “Fish” Kershaw, Randal Mouch, Ricky Loupe, Barry Hughhins, Edward G. “Bob” Robertson, Ms. Charlene Gordon, Messrs. Gary Spillman, Phil Porto Jr. & Ms. Naomi Fair.

Also present were, Riley Berthelot, Parish President, Phillip Bourgoyne, Director of Finance, Jason Manola, Executive Assistant and Michelle Tullier, Clerk of Council.

A motion was made by Mr. Randal Mouch, seconded by Mr. Barry Hughhins, to approve the minutes of the August 13, 2015 regular meeting.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Hughhins, Robertson, Spillman, Mouch, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

Chairman Spillman moved on to item #5 Consider any Amendments to the Agenda; there were none at this time.

President Berthelot was recognized under item #6 Parish Presidents Report, he started off by recognizing parish employee, Ms. Corey Caillouet, of our Registrar of Voters Office with a Proclamation to recognize her accomplishment of completing The Certified Elections/Registration Administration Program. President Berthelot read aloud the following proclamation and presented it to Ms. Caillouet, followed by an applause from the audience and Council. Ms. Caillouet Thanked President Berthelot, Council Members and Ms. Stacy Ryan for supporting her in this accomplishment. A copy of said Proclamation appears at the end of these minutes.

President Berthelot continued on by updating the council on the current Diversion Canal project, land clearing is taking place at this time but the project will soon be put on hold for hunting season and should pick back up spring of next year. President Berthelot concluded his report by informing the council due to scheduling conflicts the roundtable discussion with Congressman Graves will still be on September 1st, but the time has been changed for 1:30 to 2:30pm at the Port Allen Community Center. There were no questions from the council at this time.

Chairman Spillman moved on to Item #7 Public Comments, there were no comments at this time.

Chairman Spillman asked if any Elected/Appointed Officials or any Council Members would like to speak under item #8a) Collect any resumes for persons interested in serving on the Board of Adjustments, Mr. Spillman noted we did have a few resumes in the council packets, but if anyone else had a person interested he asked that resume be sent to Ms. Tullier, in order to be distributed by email to the council for consideration of appointment at the next meeting. Ms. Charlene Gordon stated she did have a resume but had forgot it at home, she would follow up and get it to Ms. Tullier for distribution.

Mr. Ricky Loupe wanted to remind everyone about the Ava & Jacob Saucier Memorial Scholarship Benefit this Sunday from 10:30 – 1:00pm at the Holy Family gym and asked everyone to come out and support a great cause.

Mr. Chris Kershaw wanted to thank President Berthelot for the great presentation at the Chamber the day before, and finished by thanking Jason Manola & President Berthelot for helping with the Herrington situation recently in his area.

Chairman Spillman moved on to item #9 Consider 2016 Budget Schedule as presented by Finance Director Phillip Bourgoyne, Mr. Bourgoyne was recognized and gave a brief rundown of said schedule included in the council packets. There were no questions for Mr. Bourgoyne at this time in reference to said schedule.

A Motion was made by Mr. Ricky Loupe to approve aforementioned 2016 Budget Schedule, seconded by Mr. Phil Porto.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Huggins, Mouch, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

A copy of said Budget Schedule is included at the end of these minutes.

Item #10 Public Hearing on previously introduced Ordinances, there were none at this time.

Chairman Spillman moved on to item #11 Consider status report, Change order and/or other matters as required on current projects, a) Accept/Reject recommendation on RFQ of Engineering Services for Lobdell Sewer Project, Mr. Jason Manola was recognized and noted the 6 different contractors who submitted bids for the aforementioned project and recommended awarding the project to PEC (Professional Engineering Consultants).

A Motion was made by Mr. Randal Mouch to accept said recommendation, seconded by Mr. Phil Porto.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Huggins, Mouch, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

Chairman Spillman moved on the item#11b) Accept/Reject recommendation on RFQ for Administrative Accounting Software, Mr. Phillip Bourgoyne was recognized and noted the 2 different contractors who submitted bids for the aforementioned software and recommended awarding the contract to New World Systems for a total cost of \$259,000.00, this will also require a budget adjustment per Mr. Bourgoyne,

which he will come back to the council and request at a later meeting, there were a few questions from the council on the contents of the contract, as far as training, service, installation etc.

A Motion was made by Mr. Barry Hughhins, to accept said recommendation of New World System software in the amount of \$259,000, seconded by Mr. Ricky Loupe.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Hughhins, Mouch, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

Chairman Spillman moved on the item#11c) Project No. 11169.07-Acceptance of Substantial Completion 2015 Concrete Street Rehabilitation Program, Mr. Kevin Gravois of PEC was recognized and explained this project was completed by Hard Rock Construction and no adjustment change order was needed, it is the recommendation of PEC to approve Substantial Completion.

A Motion was made by Mr. Phil Porto, to accept the recommendation of Substantial Completion for aforementioned project, seconded by Mr. Randal Mouch.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Hughhins, Mouch, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

Mr. Jason Manola was recognized and briefly explained the first phase of the three thousand feet of levee top project has been completed, and the second phase will be completed next week weather permitting, also the Antonia concrete ditch project will resume on Monday and should move fairly quickly, weather permitting of course.

Chairman Spillman moved on to item #12 Resolutions, President Berthelot was recognized and explained this resolution was needed in order to move the polling place currently located at Port Allen Fire Station #2, 2616 Court Street, Port Allen, La 70767, to the LSU AG Center, West Baton Rouge Ext., 210 Turner Rd, Port Allen, La 70767. He explained to the council that this change could be made by a resolution, but would be followed up later with an ordinance in order to update our code.

A motion was made by Mr. Randal Mouch to adopt said Resolution, seconded by Mr. Barry Hughhins.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Hughhins, Mouch, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

A Copy of Resolution 18 of 2015 appears at the end of these minutes.

Chairman Spillman moved on to item #13 Introduction of Ordinances and the following Ordinances were read by title into the record by Council Clerk, Michelle Tullier:

a) An Ordinance Amending Chapter 104 Zoning to Incorporate Amended Zoning Designation Map (Zoning Plan) under Sec. 104-3 Establishment of Districts, Official Zoning Map for rezoning request of Night RV Park Esquivel, LLC., 4667 Rebelle Lane, Port Allen, LA 70767, File # 2015-6 28.8 acres in South West Quarter of Section 17 & North West Quarter of Section 20, T7S, R12E, being a portion of the Kearney LeJeune Sr. property known as Cajun Country Campground, rezoning from C-1.1 to POS-C-RV (parks & open space, campgrounds and RV parks). Public Hearing Date: October 8, 2015

b) An Ordinance to Amend Chapter 22 Elections, Sec. 22-59 Polling Places to Relocate Precinct 14 from Port Allen Fire Station #2, 2616 Court Street, Port Allen, La. to the LSU AG Center, West Baton Rouge Ext., 210 Turner Rd, Port Allen, La.. Public Hearing Date: September 10, 2015

c) An ordinance to amend and reenact the West Baton Rouge Parish Code of Ordinances, Part III (“Unified Development Code”), Chapter 101 (“General Provisions”), Section 101-1 (“Definitions”); Chapter 105 (“Subdivisions”), Article I (“General”), Section 105-7 (“Minor Subdivisions”) and Section 105-37 (“Blocks”); and Chapter 111 (“Administration and Enforcement”), Article IV (“Zoning Enforcement”), Sec. 111-63 (“Board of Adjustment – Establishment and procedure.”), Sec. 111-64 (“Same – Powers and Duties; compensation.”), Sec. 111-66 (“Duties of zoning administrator, parish council, board of adjustment and courts on matters of appeals and variances”), Article VI (“Subdivision Approval Procedure”), Sec. 111-113 (“Preliminary Plat Approval”), Sec. 111-115 (“Final Plat Approval”) and Sec. 111-116 (“Subdivision Variances”), and Article VII (“Site Plan Approval Procedure”), Section 111-136 (“General”) and Section 111-139 (“Final Site Plan”) to amend and reenact the procedure for hearing requests related to zoning variances, site plan variances and subdivision waivers .Public Hearing Date: October 8, 2015.

Chairman Spillman moved on to item #14, Consider Planning & Zoning Minutes, Subdivisions, Plats, Condemnations and/or Variances and matters related thereto, Mr. Kevin Durbin, Public Works Director was recognized on item #14a) Ratify Condemnation of mobile home at 4612 Rougon Rd. Port Allen, La, he explained the conditions of said mobile home in his report presented to the council and recommended ratification of the condemnation due to the multiple safety hazards of the structure.

A motion was made by Mr. Barry Hughhins to ratify the condemnation of the aforementioned structure, seconded by Mr. Phil Porto.

Roll-Call Pro System recorded the votes on the motion as follows:

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Hughhins, Mouch, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 0 (None)

As a result of the votes the motion was adopted.

Chairman Spillman moved on to item #15 Consider Beer and/or Liquor Permits, specifically item #15a) J. Leaux, LLC dba The Sugar Patch located at 1822 Plantation Avenue, Port Allen, La 70767-Change of Ownership, as said applicant has met all requirements in accordance with the Compiled Ordinances, West Baton Rouge Parish, Louisiana, Chapter 6 Alcoholic Beverages for a Class A Beer/Liquor Permit.

A motion was made by Mr. Phil Porto to approve the Beer and/or Liquor Permit request for the aforementioned establishment, seconded by Mr. Chris Kershaw.

YEAS: 9 (Messrs. Kershaw, Porto, Loupe, Mouch, Hughhins, Robertson, Spillman, Mses. Gordon, Fair)

NAYS: 0 (None)

ABSENT: 1 (None)

As a result of the votes the motion was adopted.

Correspondence Report from Council Clerk, Michelle Tullier included the following items:

- Invitation from the Iberville Parish Council to attend the Police Jury Association of La, Region 3 meeting on Thursday, October 1st at 6pm.
- Reminded everyone about the Open House Public Meeting for the I-10 Corridor Improvement study on Tuesday, September 1st from 6-8pm.
- Reminded Council the Roundtable discussion with Congressman Graves on September 1st had been moved to 1:30 – 2:30pm.
- The Planning & Zoning Commissions next meeting of September 1st has been cancelled due to a clear agenda.

There being no further business, a motion to adjourn was made by Ms. Charlene Gordon and adopted by acclamation at 6:55pm.


Gary M. Spillman, Council Chairman


Michelle Z. Tullier, Council Clerk



Parish of West Baton Rouge
In the Name and By the Authority of the People of the
Parish of West Baton Rouge

PROCLAMATION

**TO RECOGNIZE COREY CAILLOUET, UPON HER COMPLETION OF
THE CERTIFIED ELECTIONS/REGISTRATION ADMINISTRATOR
PROGRAM**

WHEREAS, for the past 3 years, Corey Caillouet has diligently and effectively carried out her responsibilities as the Chief Deputy Registrar of Voters for the Parish of West Baton Rouge, and

WHEREAS, she has been enrolled in, and has successfully completed, the Certified Elections/Registration Administrator Academic Program offered through Auburn University by the Election Center, and

WHEREAS, the value of continued training and skills development should not be understated and the commitment to such is to be applauded, and

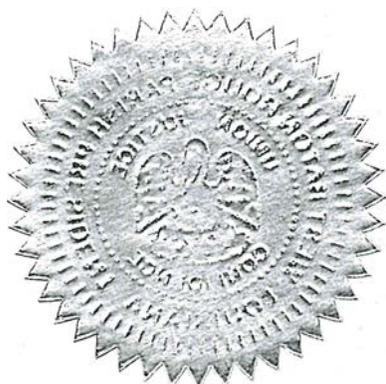
WHEREAS, we wish to commend her for demonstrating professional skills and accomplishments throughout her years as Chief Deputy Registrar of Voters.

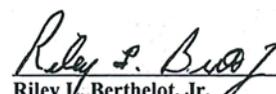
NOW THEREFORE, I, Riley L. Berthelot, Jr., President of West Baton Rouge Parish, on behalf of the citizens of West Baton Rouge Parish, do hereby extend warmest congratulations to

**Corey Caillouet, CERA
Certified Elections/Registration Administrator**

and sincerest wishes for her continued success.

In Witness Whereof, I have hereunto set my hand officially and caused to be affixed the Great Seal of the Parish of West Baton Rouge, in the City of Port Allen, Louisiana, on this 27th of August, 2015.




Riley L. Berthelot, Jr.
West Baton Rouge Parish President

WEST BATON ROUGE PARISH GOVERNMENT
Parish Governmental Authority

RILEY BERTHELOT, JR., PARISH PRESIDENT



POST OFFICE BOX 757
PORT ALLEN, LOUISIANA 70767
225-383-4755 (VOICE)
1-800-846-5277 (TD)
225-387-0218 (FAX)

PHIL PORTO, JR., DISTRICT VI
GARY SPILLMAN, DISTRICT VII
BARRY HUGHINS, DISTRICT VIII
EDWARD G. ROBERTSON, DISTRICT IX

RANDAL MOUCH, DISTRICT I
CHRIS KERSHAW, DISTRICT II
NAOMI FAIR, DISTRICT III
RICKY LOUPE, DISTRICT IV
CHARLENE GORDON, DISTRICT V

8/20/2015

2016 BUDGET SCHEDULE

AUGUST 27, 2015	THURSDAY	COUNCIL APPROVES SCHEDULE
SEPTEMBER 1, 2015	TUESDAY	BUDGET PROCESS BEGINS
OCTOBER 7, 2015	WEDNESDAY	ALL BUDGETS DUE IN COUNCIL OFFICE
OCTOBER 8 & 15, 2015	THURSDAY	PUBLICATION OF ALL SPECIAL MEETINGS
OCTOBER 22, 2015	THURSDAY	COUNCIL PRESENTED COPIES OF THE BUDGET
NOVEMBER 3, 2015	TUESDAY	6:00 PM SPECIAL MEETING BUDGET REVIEW
NOVEMBER 4, 2015	WEDNESDAY	6:00 PM SPECIAL MEETING BUDGET REVIEW CALL FOR PUBLIC HEARING
NOVEMBER 5, 2015 THROUGH NOVEMBER 6, 2015	THURSDAY FRIDAY	DEPARTMENTS MAKE CHANGES AND/OR ADJUSTMENTS TO PROPOSED BUDGETS PRIOR TO PUBLIC HEARINGS & ADOPTION.
NOVEMBER 12, 2015	THURSDAY	6:30 INTRODUCTION OF ORDINANCE
DECEMBER 10, 2015	THURSDAY	PUBLIC HEARING TO ADOPT 2016 BUDGET ADOPTION OF 2016 BUDGET

NOTE: ALL MEETINGS WILL BE HELD AT 6:30 PM EXCEPT THE NOVEMBER 3rd & 5th MEETINGS WHICH WILL BE AT 6:00 PM.

An Equal Opportunity Employer

The following resolution was offered by Mr. Randal Mouch, seconded by Mr. Barry Huggins

RESOLUTION 18 of 2015

A Resolution to relocate the polling place of Precinct 14 from Port Allen Fire Station #2, 2616 Court Street, Port Allen, La. to the LSU AG Center, West Baton Rouge Ext., 210 Turner Rd, Port Allen, La.

NOW THEREFORE BE IT RESOLVED by the West Baton Rouge Parish Council the respective polling place hereinabove is hereby fixed as follows:

Ward: 0 Precinct: 14 LSU AG Center, West Baton Rouge Ext., 210 Turner Road, Port Allen La, 70767

NOW THEREFORE IT BE FURTHER RESOLVED, to the extent that prior resolutions or acts of this council which conflict with this Resolution, those prior resolutions and actions are superseded by this Resolution.

CERTIFICATE

I, Michelle Tullier, Council Clerk of the West Baton Rouge Parish Council do hereby certify that the above and foregoing is true and correct copy of a resolution adopted by said body at its Regular Meeting of August 27, 2015 at which meeting all of the members were present and voting.


Michelle Tullier, Council Clerk