

**PROCEEDINGS**  
**OF THE**  
**TERREBONNE PARISH COUNCIL**  
**IN REGULAR SESSION**  
**NOVEMBER 17, 2010**

The Chairwoman, Ms. A. Williams, called the meeting to order at 6:00 p.m. in the Terrebonne Parish Council Meeting Room. Following the Invocation, led by Councilwoman T. Cavalier, Councilman Clayton Voisin led the Pledge of Allegiance.

Upon roll call, Council Members recorded as present were: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, A. Tillman, A. Williams, and B. Hebert. Councilman P. Lambert was recorded as absent. A quorum was declared present.

Chairwoman A. Williams announced that Councilman Pete Lambert will be late because he is delayed in traffic but is currently on his way to the meeting.

Mr. A. Tillman moved, seconded by Mr. C. Voisin and Mr. J. Cehan, "THAT, the Council approve the minutes of the Regular Council Session held on 10/27/10".

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WERE RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

Mr. A. Tillman moved, seconded by Mr. K. Voisin, "THAT, the Council approve the Parish Bill List dated 11/15/10."

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WERE RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: P. Lambert.

The Chairwoman declared the motion adopted.

OFFERED BY: Ms. T. Cavalier.

SECONDED: Unanimously.

RESOLUTION NO. 10-544

WHEREAS, providing high-quality hospice and palliative care reaffirms our belief in the essential dignity of every person, regardless of age, health, or social status, and that every stage of human life deserves to be treated with the utmost respect and care; and

WHEREAS, hospice care and palliative care offer the highest quality services and support to patients and families facing serious and life limiting illness; and

WHEREAS, skilled and compassionate hospice and palliative care professionals—including physicians, nurses, social workers, therapists, counselors, health aides, and clergy—provide comprehensive care focused on the wishes of each individual patient; and

WHEREAS, through pain management and symptom control, caregiver training and assistance, and emotional and spiritual support, allowing patients to live fully up until the final moments, surrounded and supported by the faces of loved ones, friends, and committed caregivers; and

WHEREAS, last year, more than 1.56 million Americans living with life-limiting illness, and their families, received care from the nation's hospice programs in communities throughout the United States; and

WHEREAS, more than 468,000 trained volunteers contribute 22 million hours of service to hospice program annually; and

WHEREAS, hospice and palliative care providers encourage all people to learn more about options of care and to share their wishes with family, loved ones, and their healthcare professionals.

NOW, THEREFORE, BE IT RESOLVED that the Terrebonne Parish Council, on behalf of the Parish President and the entire Terrebonne Parish Consolidated Government, joins with the National Hospice and Palliative Care Organization, National Hospice Foundation, FHSSA, and Hospice Action Network in proclaiming November 2010 as

### **National Hospice/Palliative Care Month**

And encourages citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, A. Tillman, A. Williams and B. Hebert.

NAYS: None.

ABSTAINING: None.

ABSENT: P. Lambert.

The Chairwoman declared the resolution adopted on this, the 17<sup>th</sup> day of November, 2010.

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The Chairwoman recognized Ms. Tara Stringer, Community Relations Director of SouthernCare Hospice, who thanked the Council for their acknowledgement of the care and services that their facility provides.

Councilman P. Lambert entered the proceedings at this time.

Chairwoman A. Williams asked that the resolution commending the Terrebonne High School football team be removed from this evening's agenda and revisited at the December 1, 2010 Council meeting.

OFFERED BY: Mr. K. Voisin.

SECONDED: Unanimously.

### RESOLUTION NO. 10-545

WHEREAS, the Covenant Christian Academy Football Team, in their first season of varsity play, has won the Louisiana Christian School Athletic Association title, and

WHEREAS, the Covenant Christian Lions, under the guidance of Coach Blyght Wunstell and his Staff, finished the season with an overall record of 12-1, and

WHEREAS, Coach Wunstell noted that "hard work and sticking to their beliefs" played major roles in the team's winning season, and

WHEREAS, as a first-season team, the Lions have set the precedence of a triumphant

spirit for the Covenant Christian Academy athletes of the future, and

WHEREAS, the Terrebonne Parish Council is proud to join with the entire community in acknowledging the victorious efforts and unwavering faith shown by the Covenant Christian Academy Lions.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council, on behalf of the Parish President and the entire Terrebonne Parish Consolidated Government, that

Coach Blyght Wunstell and Staff  
and the  
Covenant Christian Academy Lions

be congratulated for winning the Louisiana Christian School Athletic Association Championship title, and that they be commended for their performance and accomplishments in achieving this status.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairwoman declared the resolution adopted on this, the 17<sup>th</sup> day of November, 2010.

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The Chairwoman recognized Administrator Blyght Wunstell, head coach of the Covenant Christian Academy football team, who thanked the Council on behalf of the staff and the team for commending them on a job well done.

OFFERED BY: Mr. A. Tillman.

SECONDED BY: Mr. J. Cehan.

RESOLUTION NO. 10-546

A resolution authorizing the Parish President to execute the Citizen Corps Program Grant - FY 2010 No. 2010-SS-T0-0043 from the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) for operational expenses of the Terrebonne Parish Office of Homeland Security and Emergency Preparedness.

WHEREAS, the Parish has received a grant from the Governor's Office of Homeland Security and Emergency Preparedness in the amount of \$6,100.00, for which the period of this grant expires June 1, 2013, and

WHEREAS, the Parish agrees to apply said funds for operational expenses, such as: planning, equipment, training, and exercises related directly to the operations of the Parish's Office of Emergency Preparedness Department.

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does authorize Parish President Michel H. Claudet to execute any and all documents relative to this grant.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairwoman declared the resolution adopted on this, the 17<sup>th</sup> day of November, 2010.

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Mr. C. Voisin moved, seconded by Mr. K. Voisin, "THAT, the Council add on to the agenda the matter relative to a grant agreement between TPCG and the Dept. of Children and Family Services for funding assistance to those in need of emergency shelter."

The Chairwoman called for a vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman called for comments from the public on the aforementioned add on; there were none.

Mr. C. Voisin moved, seconded by Mr. K. Voisin, "THAT, the Council close the call for public comments."

The Chairwoman called for a vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: P. Lambert, A. Tillman, A. Williams, B. Hebert, T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, and J. Cehan

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

OFFERED BY: Mr. C. Voisin.

SECONDED BY: Mr. K. Voisin.

RESOLUTION NO. 10-547

A resolution authorizing the Parish President to sign a grant agreement between Terrebonne Parish Consolidated Government and the Department of Children and Family Services (DCFS).

WHEREAS, the Department of Children and Family Services (DCFS) has allocated funds totaling \$58,425.00 for the homeless in need of emergency shelter in Terrebonne Parish, and

WHEREAS, there are families with children that are in need of emergency shelter in Terrebonne Parish and this funding will help fund the operations of Terrebonne Parish's Beautiful Beginnings Center; and

WHEREAS, The Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, is committed to providing assistance to those families in need of emergency shelter.

NOW THEREFORE BE IT RESOLVED that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government does hereby authorize the Parish President, Michel H. Claudet, to sign the grant agreement; and,

BE IT FURTHER RESOLVED that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government does hereby authorize the Parish President to execute any and all grant agreements, certifications, and documents necessary between the Terrebonne Parish Consolidated Government and the Department of Children and Family Services (DCFS) upon approval of this agreement.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairwoman declared the resolution adopted on this, the 17<sup>th</sup> day of November, 2010.

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The Chairwoman recognized Ms. Clarisa Marant, Terrebonne Parish resident, who addressed the Council relative to whether the TPCG's Administration abided by the Home Rule Charter concerning the relocation of HPD positions in May, 2010. After a brief discussion, the Council suggested that Ms. Marant, along with Ms. Jamie Elfert, Chief Finance Officer, Mr. Michel Claudet, Parish President, or an Administrative designee, Chairwoman A. Williams and Ms. Courtney Alcock, Parish Attorney, meet with Ms. Marant to resolve this ongoing issue.

The Chairwoman recognized Mr. Charles Bass, Levron Street resident, who addressed the Council relative to the garbage pickup at Popeye's on Tunnel Boulevard and also about delivery trucks using residential streets to deliver to the business located at the corner of Levron St. and West Tunnel Boulevard. Discussion ensued and the Council agreed that this matter should be referred to the Subdivision Regulations Review Committee for evaluation at their next meeting.

Mr. B. Hebert moved, seconded by Mr. A Tillman, "THAT, it now being 6:30 p.m., the Council open public hearings at this time."

The Chairwoman called for a vote on the motion offered by Mr. B. Hebert.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman recognized the public for comments on the following:

- A. A proposed ordinance to amend the Parish Code so as to correct the Houma-Terrebonne Civic Center's rental rates, terms and conditions.

There were no comments from the public on the proposed ordinance.

Mr. A. Tillman moved, seconded by Mr. K. Voisin, "THAT, the Council close the aforementioned public hearing."

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

OFFERED BY: Mr. A. Tillman.

SECONDED BY: Mr. K. Voisin.

ORDINANCE NO. 7923

AN ORDINANCE TO AMEND THE HOUMA-TERREBONNE CIVIC CENTER'S RENTAL RATES, TERMS AND CONDITIONS.

WHEREAS, the Terrebonne Parish Consolidated Government desires to amend the Rental Rates, Terms and Conditions for the Houma-Terrebonne Civic Center for wording changes to allow for a more efficient and accurate public document, and

WHEREAS, the Terrebonne Parish Consolidated Government desires to amend the Rental Rates, Terms and Conditions for the Houma-Terrebonne Civic Center to add lobby and parking lot fees when that space is used only as event space, and

WHEREAS, the Terrebonne Parish Consolidated Government has held a public hearing on said matter, and after considering all comments heard, if any, do hereby take the following action.

NOW, THEREFORE BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, that the Houma-Terrebonne Civic Center's Rental Rates, Terms and Conditions, with original Ordinance No. 5747 and all other Ordinance changes thereafter, are amended according to Attachment 'A' hereto.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairwoman declared the ordinance adopted on this, the 17<sup>th</sup> day of November, 2010.

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#### ATTACHMENT 'A'

### HOUMA-TERREBONNE CIVIC CENTER RENTAL RATE TERMS AND CONDITIONS

#### I. ARENA CONFIGURATION:

HALL A & B: Public ticketed events where admission is charged- \$2,500 base rental fee against 10% of gross proceeds after taxes, whichever figure is greater, computed per day, plus a \$500 set up fee.

All other events where no admission is charged- \$2,500 base rental fee per day, plus a \$500 set up fee.

#### II. THEATRE CONFIGURATION: (Use of theater grid system)

HALL B: Public ticketed events where admission is charged- \$1,500 base rental fee against 10% of gross proceeds after taxes, whichever figure is greater, computed per day, plus a \$300 set up fee.

All other events where no admission is charged- \$1,500 base rental fee per day, plus a \$300 set up fee.

#### III. HALF ARENA CONFIGURATION:

HALL A or B: \$1,500 base rental fee per day plus a \$300 set up fee.

#### IV. FLOOR ONLY CONFIGURATION:

Events that require no equipment or inventory and only an empty floor space will incur reduced rental rates as follows:

HALL A: \$1,200 base rental fee per day plus a \$150 set up fee

HALL B: \$1,400 base rental fee per day plus a \$200 set up fee

HALL A & B: \$2500 base rental fee per day plus a \$250 set up fee

#### V. MEETING ROOM WING

Meeting Room 1	62' X 38'	\$ 300/day all inclusive
Meeting Room 2	62' X 38'	\$ 300/day all inclusive
Meeting Room 3	62' X 50'	\$ 300/day all inclusive

Meeting Room 4	31' X 38'	\$ 150/day all inclusive
Meeting Room 5	31' X 38'	\$ 150/day all inclusive
Meeting Room 4-5	62' X 38'	\$ 300/day all inclusive
Meeting Room 3-4-5	62' X 88'	\$ 600/day all inclusive
Meeting Room Wing (1-5)	62' X 164'	\$1000/day all inclusive

**VI. LOBBY CONCOURSE**

Rental rate may be charged when lobby is used as event space.

Lobby concourse: \$600/day all inclusive

**VII. PARKING LOT**

Rental rates may be charged when the parking lot space is specifically used as event space, not to include event parking:

Lot A (Bayouside)- 359 parking spaces (101,590 sq/ft)	\$ 700/day
Lot B (Front)- 160 parking spaces (48,248 sq/ft)	\$ 400/day
Lot C (Side Lot with RV Pedestals)- 1074 parking spaces; (302,000 sq/ft) Lot C may be rented on ½ lot basis at half of base rent.	\$2000/day

**VIII. MOVE IN, MOVE OUT, REHEARSALS:**

One-half (1/2) of the established base rental rate if on day other than performance or use day. Activities on move in/out days, other than the day of the performance, shall take place only during normal business hours. Move in/out activities outside of normal business hours shall take place only at the discretion and in accordance with the requirements of the Director of the Civic Center.

**IX. SPECIAL RATES:**

Non- Commercial:

The non-commercial rate is seventy-five (75%) of the base rental fee only and applies to the Hall A and/or B area only.

The definition of non-commercial for this purpose is organizations that are non-profit, tax exempt, and community service oriented, which operate in Terrebonne Parish and fulfill a public purpose. Local government agencies may qualify for this non-commercial rate upon submittal and approval of proof of status types listed above.

*\*All other rates, terms and conditions shall apply.*

*\*Non-commercial rates shall not apply to activities that compete with commercial events.*

*\*Non-commercial rate does not apply to load-in, load-out or rehearsal days.*

**X. CONDITIONS OF RENTAL:**

Time used from 8:00 a.m.-12:00 midnight or any fraction thereof shall be defined as a usage period. Time used after contracted limits without prior understanding between the Facility and the User shall be charged as follows:

Hall A&B	\$500 per hour plus staffing and service fees
Hall A or B	\$250 per hour plus staffing and service fees
Meeting Rooms	\$ 50 per hour plus staffing and service fees

**XI. ADDITIONAL FEES:**

Rates include normal lighting, temperature control, standard set up, event coordination, and reasonable janitorial services.

Rates do not include staffing, equipment, box office, advertising, catering, or special services requested or required. Contact the Sales Department for more information on these services.

The rental fees listed throughout this document are further supplemented by a list of services charges and equipment fees (subject to change) which are available from the Sales Department.

Estimates for special labor requirements, stagehand labor and production needs are available upon request.

**XII. GENERAL CONDITION:**

All use of the Houma-Terrebonne Civic Center shall be permitted only after proper execution of the rental/lease contract (Authorized User Contract Agreement). The Lessee is required to furnish, in an acceptable manner, any information requested by Civic Center management as to required facilities, special arrangements, special services, and equipment required for the appropriate presentation of the event in question.

Deposits requested with any lease agreement shall be remitted at the time and in the form as prescribed by Civic Center Management, and in the event of non-payment of said required deposits, or expiration of those dates originally determined for execution of an agreement, the Civic Center management may consider such tentative agreements invalid, thus vacating the originally requested date.

Detailed information as to normal rental procedures and other aspects of facility usage are encompassed in the "Rental Operations Manual" available upon request from the booking department.

**COMPLIANCE WITH REGULATIONS, ORDINANCES, LAWS AND RELEVANT STATUTES:**

The execution of an agreement for facility usage with the Houma-Terrebonne Civic Center further requires full compliance with all existing regulations, laws, ordinances, and statutes regarding the operation of the facility, its governing authority, Terrebonne Parish Consolidated Government, and all pertinent safety and fiscal procedures. These rules and regulations also pertain to permits and licenses required, taxes owed, liability incurred, certain flammable, pyrotechnic, confetti cannons, or dangerous materials, and/or activities.

**NOTICE:**

The privilege, right, organization of control or preeminence of authority not herewith defined or clearly expressed in the lease agreement, rental rates document, or Rental Operations Manual shall remain in the province of the Houma-Terrebonne Civic Center and its governing authority, Terrebonne Parish Consolidated Government.

**ADDITIONAL SERVICES:**

In addition, the Houma-Terrebonne Civic Center can provide at pre-agreed costs and/or fees, the following services:

- Extended Box Office Service
- Special Catering Requirements
- Advertising and promotional assistance, media buying, specific promotional and advertising projects.
- Specialized group and event ticket sales assistance
- Specialized production assistance, including lighting, staging, sound amplification and event direction.

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Mr. A. Tillman moved, seconded by Mr. K. Voisin, "THAT, the Council continue with the regular order of business."

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman called for a report on the Public Services Committee meeting held on 11/15/10, whereupon the Committee Chairman, noting that ratification of the minutes calls public hearings on 12/1/10, rendered the following:

**PUBLIC SERVICES COMMITTEE**

**NOVEMBER 15, 2010**

The Chairman, Joey Cehan, called the Public Services Committee meeting to order at 5:30 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by A. Tillman and the Pledge of Allegiance led by C. Voisin. Upon roll call, Committee Members recorded as present were: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams. A quorum was declared present.

OFFERED BY: Mr. J. Pizzolatto.

SECONDED BY: Mr. K. Voisin.

RESOLUTION NO. 10-548

A resolution providing for the ratification of the appointment by Parish President Michel Claudet of the firm of T. Baker Smith, Inc. to provide engineering services for a Septage Receiving Station, and also authorizing Parish President Michel Claudet to execute the appropriate engineering contract documents for this project.

WHEREAS, Terrebonne Parish is desirous of providing a septage receiving station at the North Terrebonne Wastewater Treatment Facility to accept parish septage from port-o-lets, residential and commercial treatments plants, and

WHEREAS, the current receiving station at the South Plant does not meet the new LaDEQ regulations, and

WHEREAS, the Terrebonne Parish Consolidated Government would like to proceed with the survey and the design of this project upon approval, and

WHEREAS, Parish President Michel Claudet has recommended that the firm of T. Baker Smith, Inc. be retained to provide the necessary professional services for this project, and

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, that the actions of Parish President Michel H. Claudet be ratified and that the engineering firm of T. Baker Smith, Inc. be retained to provide the necessary professional services for the Septage Receiving Station, and that Parish President Michel Claudet be authorized to execute any and all documents with said firm for this project.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

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OFFERED BY: Mr. P. Lambert.

SECONDED BY: Mr. C. Voisin.

RESOLUTION NO. 10-549

A resolution authorizing the execution of Change Order No. 9 for the Construction Agreement for Parish Project No. 08-LEV-41, State Project No. 576-55-0023, Upper Ward 7 Levee

Reconstruction Phase 2B; North of South Central Blvd. to St. Louis Canal, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated December 7, 2009, with Civil Construction Contractors, LLC., for the Parish Project No. 08-LEV-41, Upper Ward 7 Levee Reconstruction Phase 2B; North of South Central Blvd. to St. Louis Canal, Terrebonne Parish, Louisiana, and

WHEREAS, this change order has been recommended to cover the cost of additional seeding needed in changing the seed mix to a winter blend, and

WHEREAS, this change order is necessary in order to increase the contract price by \$16,020.00 and add 3 additional days to the contract time, and

WHEREAS, this Change Order No. 9 has been recommended by the ENGINEER for this project, Shaw Coastal, Inc.

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, does hereby approve and authorize the execution by Terrebonne Parish President Michel Claudet of Change Order No. 9 to the construction agreement with Civil Construction Contractors, LLC., to perform construction services for Parish Project No. 08-LEV-41, State Project No. 576-55-0023, Upper Ward 7 Levee Reconstruction Phase 2B; North of South Central Blvd. to St. Louis Canal, which for an increase in the amount of Sixteen Thousand and Twenty Dollars and No Cents (\$16,020.00) to the original contract amount and to add 3 additional days to the contract time, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to the Engineer, Shaw Coastal, Inc.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

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OFFERED BY: Mr. P. Lambert.

SECONDED BY: Mr. C. Voisin.

RESOLUTION NO. 10-550

A resolution accepting the Work Performed by Civil Construction Contractors, LLC as Substantially Complete for the Terrebonne Parish Consolidated Government (TPCG) Upper Ward 7 Levee Reconstruction Phase 2B; North of South Central Blvd. to St. Louis Canal, Terrebonne Parish, Louisiana, Parish Project No. 08-LEV-41.

WHEREAS, the Engineer, Shaw Coastal Inc., has reviewed the Work performed by the Contractor, Civil Construction Contractors, LLC for the construction of the Upper Ward 7 Levee Reconstruction Phase 2B; North of South Central Blvd. to St. Louis Canal., Parish Project No. 08-LEV-41, and

WHEREAS, the Engineer has found the Work to be substantially complete in conformance with the Contract Documents, and

WHEREAS, the Engineer has prepared a Punch List of items that must be completed before the Project can be considered as finally complete and accordingly final payment and

retainage can be paid upon presentation of a Clear Lien Certificate, and providing of required Guarantees and Warranties, and

WHEREAS, the Engineer recommends to the Terrebonne Parish Council and TPCG staff that the Project be accepted as substantially complete, and

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, accepts the Work performed by Civil Construction Contractors, LLC as substantially complete.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

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Mr. C. Voisin moved, seconded by Mr. P. Lambert and Mr. J. Pizzolatto, "THAT, the Public Services Committee introduce an ordinance to authorize the Parish President or his designee to execute sale documents with the Louisiana Department of Transportation and Development (DOTD) and any related documents for immovable property belonging to the Terrebonne Parish Consolidated Government needed for the expansion of Louisiana Highway 57, and call a public hearing on said matter on December 1, 2010 at 6:30 p.m."

The Chairman called for the vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams.

NAYS: None.

ABSENT: None.

The Chairman declared the motion adopted.

Mr. K. Voisin moved, seconded by Mr. P. Lambert, "THAT, the Public Services Committee introduce an ordinance to create a '4-Way Stop' at the intersection of Cottage Drive and North Moss Drive, and call a public hearing on said matter on December 1, 2010 at 6:30 p.m."

The Chairman called for the vote on the motion offered by Mr. K. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams.

NAYS: None.

ABSENT: None.

The Chairman declared the motion adopted.

Public Works Director Lt. Col. (Ret.) Greg Bush stated that Administration intends to improve the lateral between Louisiana Highway 316 and St. Louis Bayou to address drainage concerns in Wallace Thibodaux Subdivision. In response to questioning, he stated that the existing drainage ditch has not been maintained; that a permit has been obtained from the Louisiana Department of Transportation and Development (LA DOTD); that the equipment needed to make the repair is currently broken and should be fixed within a month; that the existing ditch runs parallel to Louisiana Highway 90 on the edge of the LA DOTD right-of-way; and that the construction of the lateral ditch near Highway 316 will connect and equalize the two drainage ditches, thereby reducing the water in said subdivision. He continued that flap gates would not be a viable option to solving the drainage issue because there must be enough rainfall to produce "head" to open the floodgate and let the water out. Mr. Bush noted that the overgrown trees would be ground down; that each developer submits a hydraulic plan analysis of how the new

development affects existing drainage and future drainage concerns; and that, depending upon when the development is constructed, standards may have been changed.

Upon questioning, Parish Manager Al Levron stated that Wallace Thibodaux Subdivision is less than five years old.

Committee Member P. Lambert noted that most of the new developments being constructed in Terrebonne Parish are being constructed in former agricultural areas, and that no one knew how the areas would drain or how water would flow through the areas.

Committee Member K. Voisin commented on residents returning to constructing homes 2 to 3 feet above the ground, as was done long ago. (NO ACTION TAKEN)

Public Works Director Lt. Col. (Ret.) Greg Bush stated that Administration has inspected the area of Louisiana Highway 316 north of U.S. Highway 90; that Administration intends to clear and snag the aforementioned area; that Lafourche Parish will be contacted to see if it will share in the cost of completing the work; and then requested that Administration be allowed to complete the clearing and snagging of Louisiana Highway 311 first. (NO ACTION TAKEN)

Parish President Michel Claudet stated that the La. DOTD will begin re-paving Louisiana Highway 316 within the next month, however, the project will be done from the by-pass area to U.S. Highway 90. He suggested that the Council send a letter to the DOTD Secretary requesting that plans be made to re-pave the area north of U.S. Highway 90 as soon as possible.

OFFERED BY: Ms. T. Cavalier.

SECONDED BY: Mr. K. Voisin.

#### RESOLUTION NO. 10-551

A resolution requesting that the Louisiana Department of Transportation and Development devise a plan of action for the repaving of that section of La. Highway 316 north of U.S. Highway 90, and that said project be undertaken in the immediate future.

WHEREAS, the resurfacing of La. Highway 316 south of U.S. Highway 90 is currently underway, and

WHEREAS, that section of La. Highway 316 north of U.S. Highway 90 is in deplorable condition, and

WHEREAS, the condition of the aforementioned roadway has contributed to several serious traffic accidents, and

WHEREAS, the consensus of the Terrebonne Parish Council is that the repaving of this section of Highway 316 would be of great benefit towards ensuring the safety of motorists who must travel along this roadway on a regular basis.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, that the Louisiana Department of Transportation and Development be requested to devise a plan of action for the repaving of that section of La. Highway 316 north of U. S. Highway 90, and that said project be undertaken in the immediate future; and,

BE IT FURTHER RESOLVED that a copy of this resolution be provided to Terrebonne Parish's Legislative Delegation, and that they be requested to support this request.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

\* \* \* \* \*

Mr. A. Tillman moved, seconded by Mr. K. Voisin, "THAT, there being no further business to come before the Public Services Committee, the meeting be adjourned."

The Chairman called for the vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams.

NAYS: None.

ABSENT: None.

The Chairman declared the motion adopted and the meeting was adjourned at 5:48 p.m.

Joey Cehan, Chairman

Suzette Thomas, Minute Clerk

Mr. J. Cehan moved, seconded by Mr. A. Tillman, "THAT, the Council accept and ratify the minutes of the Public Services Committee meeting held on 11/15/10."

The Chairwoman called for a vote on the motion offered by Mr. J. Cehan.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman called for a report on the Community Development and Planning Committee meeting held on 11/15/10, whereupon the Committee Chairman, noting that ratification of the minutes calls a public hearing on 12/1/10, rendered the following:

### **COMMUNITY DEVELOPMENT & PLANNING COMMITTEE**

**NOVEMBER 15, 2010**

The Chairman, Billy Hebert, called the Community Development & Planning Committee meeting to order at 5:55 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by J. Pizzolatto and the Pledge of Allegiance led by P. Lambert. Upon roll call, Committee Members recorded as present were: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams. A quorum was declared present.

Parish Manager Al Levron explained that the Dr. Beatrous (Falgout Marina), Western Side of Falgout Canal Barge Structure, and Dularge Bridge Projects are included in the Parish's approved Gustav/Ike Disaster Recovery Plan; that there are procedures which allow Administration to alter the action plan; and that Administration recommends implementing the procedures and call for public participation to re-allocate the funds in accordance with the presented formula.

Committee Member C. Voisin expressed his concern with respect to re-allocating funding for projects in District 7 to other districts.

Mr. Levron continued that the East Houma Surge Levee is the Community Development Block Grant (CDBG) title for the Thompson Road Project; that Administration requested that the CDBG Administrators finance the embankment phase of the aforementioned road project; that plans and specifications for said project have been received and that the project estimates are three times higher than the amount originally applied for through grant funding; that there is an immediate need for the project; that the environmental phase of the project has been completed; and that Administration is close to being ready to advertise for bids to construct said project. He

noted that the mitigation costs for said project were higher than previously projected, and that Administration is simply recommending changing the relative priority of the projects.

OFFERED BY: Mr. C. Voisin.  
 SECONDED BY: Ms. A. Williams.

RESOLUTION NO. 10-552

A RESOLUTION CALLING A PUBLIC HEARING ON A PROPOSED AMENDMENT TO SPECIFIC ASPECTS OF THE TERREBONNE PARISH GUSTAV/IKE DISASTER RECOVERY PLAN.

WHEREAS, the Terrebonne Parish Consolidated Government has been awarded Community Development Block Grant funding as a result of the damage caused by Hurricanes Gustav and Ike; and

WHEREAS, the feasibility or need for funding for projects included in the original Terrebonne Parish Gustav/Ike Disaster Recovery Plan ("Plan") has changed and alternative allocations proposed; and

WHEREAS, certain changes to the plan require public hearing to gather and consider public comment and a revised Plan submitted to the State of Louisiana, Division of Administration, Office of Community Development – Disaster Recovery Program.

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council (Community Development and Planning Committee), on behalf of the Terrebonne Parish Consolidated Government, that a public hearing be called on Wednesday, December 1, 2010 at 6:30 p.m. in order to receive public comments on the proposed amendment.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

\* \* \* \* \*

Upon additional questioning, Mr. Levron stated that Reach E - Falgout Canal Levee has been added to the project list due to the Terrebonne Levee & Conservation District requesting that levee projects be re-prioritized. He continued that the East Houma Surge Levee is ready to go to bid; all CDBG compliance documents have been met; that the only remaining item is to finalize land rights; that there are no budget changes; and that the process for the larger projects has not commenced.

Mr. A. Tillman moved, seconded by Mr. J. Cehan, "THAT, there being no further business to come before the Community Development & Planning Committee, the meeting be adjourned."

The Chairman called for the vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams.

NAYS: None.

ABSENT: None.

The Chairman declared the motion adopted and the meeting was adjourned at 6:05 p.m.

Billy Hebert, Chairman  
 Suzette Thomas Minute Clerk

Mr. B. Hebert moved, seconded by Mr. K. Voisin, "THAT, the Council accept and ratify the minutes of the Community Development and Planning Committee meeting held on 11/15/10."

The Chairwoman called for a vote on the motion offered by Mr. B. Hebert.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman called for a report on the Budget and Finance Committee meeting held on 11/15/10, whereupon the Committee Chairman, noting that ratification of the minutes calls public hearings on 12/1/10, rendered the following:

### **BUDGET & FINANCE COMMITTEE**

**NOVEMBER 15, 2010**

The Chairman, Alvin Tillman, called the Budget & Finance Committee meeting to order at 6:09 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by A. Williams and the Pledge of Allegiance led by P. Lambert. Upon roll call, Committee Members recorded as present were: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, K. Voisin, C. Voisin, and A. Williams. A quorum was declared present.

Mr. C. Voisin moved, seconded by Mr. J. Cehan, "THAT, the Budget & Finance Committee retain the matter relative to awarding the bid for purchase of four (4) or more 260 HP Diesel Engines to Diesel Source, Inc. in committee for two weeks."

The Chairman called for the vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: A. Tillman, A. Williams, B. Hebert, T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, and P. Lambert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

Houma Police Department Lieutenant Bobbie O'Bryan explained that the \$6,000.00 increase in the purchase cost for wireless equipment includes additional wireless devices that will identify additional "hot spots" within the City Limits. He continued that vendors responding to the request for proposals submitted bids that were less than the projected costs and that Administration intends to purchase additional equipment to exhaust the grant funding rather than returning the grant proceeds. Lt. O'Bryan noted that the wireless project will be a continual project as more low lying areas are identified and areas with no signal at present are added.

OFFERED BY: Mr. C. Voisin.

SECONDED BY: Mr. K. Voisin.

RESOLUTION NO. 10-553

A Resolution to amend Resolution No. 10-318 due to the increase in quantities requested by the Houma Police Department.

WHEREAS, on April 29, 2010 proposals were received by the Terrebonne Parish Consolidated Government for RFP to Provide a Wireless Network for Houma Police Department, and

WHEREAS, Terrebonne Parish Consolidated Government/Houma Police Department reserved the right to increase or decrease the quantities at the same unit price stated in the proposal, and

WHEREAS, after a review of the grant for this item, Lt. Bobbie O’Bryan and the Parish Administration, has determined that there is sufficient funds to order additional equipment in the total amount of \$60,864.00, and

WHEREAS, the Department of Finance has verified that funds are available for said purchase, and

WHEREAS, the Parish Administration has concurred with the recommendation of the Houma Police Department that the amended price of \$60,864.00 is in the best interest of the Houma Police Department for the purpose of providing additional wireless equipment.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of Parish Administration be approved and the amended price of \$60,864.00 be accepted as per the information provided by the Houma Police Department.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

\* \* \* \* \*

OFFERED BY: Mr. J. Pizzolatto.

SECONDED BY: Mr. K. Voisin.

RESOLUTION NO. 10-554

A resolution authorizing the Parish President to execute the Department of Health and Hospitals Office of Public Health Strategic National Stockpile (SNS)/Cities Readiness Initiative (CRI) Grant – CFMS: 696722 DHH: 056228 Agency #326 in the amount of \$39,268.00 for the expenses of the planning and processing of the 48-hour Mass Antibiotic Dispensing Plan for the Terrebonne Parish Office of Homeland Security and Emergency Preparedness.

WHEREAS, the Parish has received a grant from the Department of Health and Hospitals Office of Public Health Strategic National Stockpile (SNS)/Cities Readiness Initiative (CRI) in the amount of \$39,268.00, which the period of this grant expires August 10, 2011, and

WHEREAS, the Parish agrees to apply said funds towards the planning and processing of the 48 hour Mass Antibiotic Dispensing plan expenses related directly to the operations of the Parish’s Office of Emergency Preparedness Department.

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, does authorize Parish President Michel H. Claudet to execute any and all documents relative to this grant.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

\* \* \* \* \*

Ms. A. Williams moved, seconded by Mr. K. Voisin, "THAT, the Budget & Finance Committee introduce an ordinance to amend the 2010 Adopted Operating Budget of the Terrebonne Parish Consolidated Government for the following items:

- I. Civic Center – Houma Area Convention & Visitors Bureau - \$60,000.00
- II. Low Income Energy Assistance Program - \$41,025.00
- III. Federal Emergency Management Agency (FEMA) - \$441,128.00
- IV. Animal Shelter - \$741.00

and call a public hearing on said matter on Wednesday, December 1, 2010 at 6:30 p.m."  
 (\*\*MOTION ADOPTED AFTER DISCUSSION)

In response to questioning, Civic Center Director Janel Ricca stated that the Houma Area Convention & Visitors Bureau agreed to fund the purchase of a sports court that will be used for volleyball, wrestling, and basketball tournament events at the Civic Center.

The Chairman called for the vote on the motion offered by Ms. A. Williams.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: A. Tillman, A. Williams, B. Hebert, T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, and P. Lambert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

Chief Finance Officer Jamie Elfert stated that because of the short time period between tonight's meeting and last week's meeting there has been no change in the bi-weekly BP Funds Expenditure Report. (NO ACTION TAKEN)

A review of the proposed 2011 Budget began on the following departmental budgets:

- a) **Animal Shelter (Fund 151-442; Sm. Bk. 63; Big Bk. 46)** – Chief Finance Officer Jamie Elfert stated that Administration recently received notification that the Animal Shelter will receive \$15,600.00 in revenue from the PetSmart Charities Rescue Wagon Program and that the proposed 2011 Animal Shelter Budget is being amended to reflect the additional revenue.

Animal Shelter Manager Valerie Robinson stated that future plans for the Animal Shelter includes the construction of a 13,000 sq. ft. facility to accommodate 7,000 to 8,000 animals annually; that segregation of animals is the biggest problem in the shelter at this time; that the estimated cost of the new shelter is \$3,000,000.00; and that there are limited amounts of grants available for capital projects, but Administration is investigating prospects.

Committee Member T. Cavalier requested that Administration provide information with respect to capital project funding sources used by other Parishes for construction and operation of their animal shelters. (NO ACTION TAKEN)

- b) **Parish Council (Fund 151-111; Sm. Bk. 18; Big Bk. 7)** - Chief Finance Officer Jamie Elfert stated that there were no significant changes in the proposed 2011 Parish Council Budget. (NO ACTION TAKEN)
- c) **Council Clerk (Fund 151-115; Sm. Bk. 20; Big Bk. 9)** – Chief Finance Officer Jamie Elfert stated that there were no significant changes in the proposed 2011 Council Clerk Budget.

Committee Member C. Voisin responded to comments published in the *Tri-Parish Times* with respect to the recent passage of a temporary increase in salaries for three members of the Council Staff, noting that the temporary salary adjustment is within the Council Clerk's budget; and that the Council Clerk's budget has been reduced significantly. Mr. Voisin noted the excellent job provided by the Council Staff.

Upon questioning by Committee Member C. Voisin, Assistant Council Clerk Charlette Poché stated that the difference between the 2010 and 2011 Budget reflects an overall reduction of approximately 29.5%; with respect to the temporary salary adjustments for three staff members for the last two months of this year, the increases are being absorbed by salary funding that was already budgeted for 2010; that between 2010 and 2011, the departmental grand total reduction is \$39,896.00, and of that amount, personal services has been reduced by \$32,185.00 (approximate 8% reduction).

In response to questioning regarding comments in the *Tri-Parish Times* with respect to Parish budget cuts, Parish Manager Al Levron stated that he did not speak with a reporter from *The Courier*; that he surmises that the reporter from the *Tri Parish Times* tried to create a correlation between the Administrative reductions and the Council Staff's salary increases; and that he had chosen not to make any comments regarding the matter.

Committee Member K. Voisin noted the professional work ethic shown and benefits provided by the Council Clerk's staff, in addition to the efficiency of the office operations. (NO ACTION TAKEN)

- d) **Administration (Fund 151-131; Sm. Bk. 34; Big Bk. 20)** – Chief Finance Officer Jamie Elfert highlighted the proposed 2011 Administration Budget noting the elimination of the Public Safety Director, the re-classification of one Executive Secretary to an Administrative Coordinator; and the inclusion of a contract for a TV Production Technician (\$40,000.00).

Committee Member B. Hebert expressed his desire to have Administration consider the creation of a Production/Information Department similar to the one under the St. Charles Parish government. (NO ACTION TAKEN)

- e) **Accounting (Fund 151-151; Sm. Bk. 40; Big Bk. 25)** – Chief Finance Officer Jamie Elfert presented the proposed 2011 Accounting Budget noting the elimination of one Accounting Specialist Part-time Internist and a capital outlay request for the replacement of four desktop computers. (NO ACTION TAKEN)
- f) **Police Department (Fund 204-211; Sm. Bk. 96; Big Bk. 82)**– Chief Finance Officer Jamie Elfert highlighted the proposed 2011 Police Department Budget noting that the City of Houma Police Pension Fund has sufficient cash and investments to cover the police pension benefits until the last payment scheduled in August 2012, at which time the pensions being collected will be phased out; Administration has been informed of substantial increases in the municipal police pension, and the period between 2011 to 2012 the fund will increase by 27%. She added that in 2016 the pension fund will increase by 35.25% and then level off in 2017 and 2018. Mrs. Elfert continued that under the Public Safety Program \$40,000.00 is being proposed; the elimination of one Police Sergeant, the elimination of one Police Officer, and the elimination of one Administrative Tech who is being transferred.

Substitute HPD Chief Todd Duplantis stated that there are 103 employees in the Houma Police Department with only four employees serving as administrative personnel. In response to reading the parking meters, Substitute Chief Duplantis stated that three traffic officers tend to the meters daily and that those officers also respond to many traffic accidents.

Upon additional questioning, Mrs. Elfert stated that several pension plans in the State are struggling due to a loss of revenue from interest earnings and that in the future additional funding supplements may be necessary. (NO ACTION TAKEN)

- g) **Fire Department (Fund 204-222; Sm. Bk. 100; Big Bk. 86)** - Chief Finance Officer Jamie Elfert presented the highlights of the proposed 2011 Fire Department Budget noting that the State Fire Department Retirement Board has adopted rate increases in

2011 to 2012 of 21.5%, and in 2015 the rate will increase to 32%. Mrs. Elfert stated that the monetary amount in 2011 will be \$501,000.00 with a significant increase in future years; that the Parish President has received a copy of the pension reports and is reviewing them; and that Administration has been meeting with the Louisiana Municipal Association to discuss the problem with local government's supplemental funding of the pension plan. (NO ACTION TAKEN)

- h) **Risk Management (Fund 354; Sm. Bk. 228; Big Bk. 416)** – Chief Finance Officer Jamie Elfert highlighted the 2011 Risk Management Budget noting the budget includes premiums for all Liability Insurances (Workmen's Compensation, general liability, vehicle insurance, physical plant, gas & electric insurance, and broiler insurance). (NO ACTION TAKEN)
- i) **Group Insurance (Fund 357; Sm. Bk. 231; Big Bk. 423)** - Chief Finance Officer Jamie Elfert presented the proposed 2011 Group Insurance Budget noting that the plan is self-funded; that premiums are estimated to be \$15,500,000.00; that premiums for excess liability and administrative fees are projected to be \$2,100,000.00, and claims are estimated to be \$14,600,000.00. (NO ACTION TAKEN)
- j) **Human Resources (Fund 370; Sm. Bk. 233; Big Bk. 427)** - Chief Finance Officer Jamie Elfert highlighted the proposed 2011 Human Resources Budget noting that the fund provides services throughout the Parish; that the estimated revenue is \$600,000.00; that total expenditures is estimated to be \$630,000.00; and that the only significant expenditure is the unemployment claims which is a self-funded account. (NO ACTION TAKEN)

Mr. C. Voisin moved, seconded by Mr. K. Voisin, "THAT, the Budget & Finance Committee introduce an ordinance to adopt the 2011 Operations & Maintenance Budget and the 5-Year Capital Outlay Budget, as presented by the Parish President and amended by the Parish Council, to appoint the 2011 Council Staff, and to set the salaries of the Council Staff; and call a public hearing on said matter on December 1, 2010 at 6:30 p.m."

The Chairman called for the vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: A. Tillman, A. Williams, B. Hebert, T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, and P. Lambert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted.

Mr. J. Cehan moved, seconded by Mr. B. Hebert, "THAT, there being no further business to come before the Budget & Finance Committee, the meeting be adjourned."

The Chairman called for the vote on the motion offered by Mr. J. Cehan.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: A. Tillman, A. Williams, B. Hebert, T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, and P. Lambert.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the motion adopted and the meeting was adjourned at 6:48: p.m.

Alvin Tillman, Chairman  
Suzette Thomas, Minute Clerk

Mr. A. Tillman moved, seconded by Mr. J. Cehan, "THAT, the Council accept and ratify the minutes of the Budget and Finance Committee meeting held on 11/15/10."

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman called for a report on the Policy, Procedure & Legal Committee meeting held on 11/15/10, whereupon the Committee Chairman rendered the following:

**POLICY, PROCEDURE, & LEGAL COMMITTEE**

**NOVEMBER 15, 2010**

The Chairman, Johnny Pizzolatto, called the Policy, Procedure, & Legal Committee meeting to order at 6:50 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by T. Cavalier and the Pledge of Allegiance led by J. Cehan. Upon roll call, Committee Members recorded as present were: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams. A quorum was declared present.

OFFERED BY: Mr. C. Voisin.

SECONDED BY: Mr. J. Cehan.

RESOLUTION NO. 10-555

WHEREAS, Terrebonne Parish Consolidated Government (TPCG) is authorized to provide Property, and Casualty Insurance coverage through its Department of Risk Management; and

WHEREAS, Administration and the Risk Management Department would like to recommend the continuation for services of professional consultants Sigma Risk Management Consulting, LLC in the amount of \$24,000.00 for Property/Casualty lines of coverage as well as \$9,000.00 for actuarial services for a total of \$33,000.00; and

WHEREAS, such services would begin January 1, 2011, and end on December 31, 2011; and

WHEREAS, Terrebonne Parish Consolidated Government (TPCG) has determined that the terms of this service will serve a public purpose and have a public benefit commensurate with the cost.

NOW THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Policy, Procedure and Legal Committee), on behalf of Terrebonne Parish Consolidated Government, that the Parish President, Michel Claudet, is hereby authorized to negotiate and to execute all documents necessary to affect a viable contract for consulting services between TPCG and Sigma Risk Management Consulting, LLC in the amount of \$24,000.00 for Property/Casualty lines of coverage as well as \$9,000.00 for actuarial services for a total of \$33,000.00.

THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin and A. Williams.

NAYS: None.

ABSTAINING: None.

NOT VOTING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 15<sup>th</sup> day of November, 2010.

\* \* \* \* \*

Mr. K. Voisin moved, seconded by Mr. J. Cehan, "THAT, there being no further business to come before the Policy, Procedure, & Legal Committee, the meeting be adjourned."

The Chairman called for the vote on the motion offered by Mr. K. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Cehan, B. Hebert, P. Lambert, J. Pizzolatto, A. Tillman, C. Voisin, K. Voisin, and A. Williams.

NAYS: None.

ABSENT: None.

The Chairman declared the motion adopted and the meeting was adjourned at 6:51 p.m.

Johnny Pizzolatto, Chairman  
Suzette Thomas, Minute Clerk

Mr. J. Pizzolatto moved, seconded by Mr. K. Voisin, "THAT, the Council accept and ratify the minutes of the Policy, Procedure & Legal Committee meeting held on 11/15/10."

The Chairwoman called for a vote on the motion offered by Mr. J. Pizzolatto.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, K. Voisin, C. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

Mr. J. Cehan moved, seconded by Mr. K. Voisin, "THAT, the Council approve the following street light list:

INSTALL LIGHTS AND POLES (WHERE NECESSARY) AT ENTRY WAYS TO WESTGATE PARK SUBDIVISION AND AROUND VALHI LAGOON, AS PER ATTACHED DRAWING (CONTACT COUNCILMAN KEVIN VOISIN FOR EXACT LOCATIONS); ROAD LIGHTING DISTRICT NO. 2; TPCG UTILITIES; KEVIN VOISIN

INSTALL LIGHT ON POLE IN FRONT OF 111 ½ MARCEL LANE (BRENT McNAMARA, 870-6645); ROAD LIGHTING DISTRICT NO. 3A; ENTERGY; JOHNNY PIZZOLATTO

INSTALL A METAL-HAYLIDE OR EQUIVALENT LIGHT AND POLE NEAR 4073 WEST MAIN STREET IN GRAY, APPROXIMATELY 700 FEET SOUTH OF U.S. 90 ON THE BAYOUSIDE (CONTACT PLANNING & ZONING DIRECTOR PAT GORDON FOR EXACT LOCATION); ROAD LIGHTING DISTRICT NO. 1; ENTERGY; TERI CAVALIER."

The Chairwoman called for a vote on the motion offered by Mr. J. Cehan.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

Mr. B. Hebert moved, seconded by Mr. A. Tillman, "THAT, the Council hold nominations open for the vacant position on the Broadmoor Tree Fund Advisory Committee."

The Chairwoman called for a vote on the motion offered by Mr. B. Hebert.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

Mr. C. Voisin moved, seconded by Mr. J. Pizzolatto, “THAT, the Council hold nominations open for the expiring terms of Ms. Connie Townsend (Convention Bureau) and Mr. Ronald Jackson (Arts & Humanities Council) on the Downtown Development Corporation.”

The Chairwoman called for a vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

Mr. A. Tillman moved, seconded by Mr. K. Voisin, “THAT, the Council hold nominations open for the expiring term of Mr. Lanny Brunet of the Houma Fire Dept. on the Municipal Fire and Police Civil Service Board.”

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

Mr. C. Voisin moved, seconded by Mr. A. Tillman, “THAT, the Council open nominations for the vacancy on the Recreation District No. 11 Board, which has occurred as a result of the resignation of Mr. Anthony Thibodaux, that Mr. J. Winston English and Mr. Charles Bass be nominated for said position, and that a voice vote of the Council be taken to determine who will fill said vacancy.”

The Chairwoman called for a vote on the motion offered by Mr. C. Voisin.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted.

The Chairwoman called for a voice vote of the Council, whereupon the following was recorded:

Voting to appoint Mr. J. Winston English:

T. Cavalier

P. Lambert

Voting to appoint Mr. Charles Bass:

J. Pizzolatto

K. Voisin

C. Voisin

J. Cehan

A. Tillman

A. Williams

B. Hebert

The Chairwoman stated that, as per the voice vote, Mr. Charles Bass is appointed to serve on the Recreation District No. 11 Board for the remainder of the term formerly being served by Mr. Anthony Thibodaux.

At this time, Council Members made the following announcements:

- Councilman P. Lambert announced that the Ward 7 Citizens Club will be serving their Annual Thanksgiving Dinner from 10:30 a.m. to 12:30 p.m. on Thanksgiving Day, and the public is invited.
- Councilman J. Cehan wished everyone a Happy Thanksgiving
- Councilwoman A. Williams wished the entire Parish a Happy Thanksgivings

At this time, Parish President M. Claudet announced the following:

- The overlay project on Hwy. 316 between Bayou Blue By Pass Road and Hwy. 90 will begin this month (November 2010)
- Construction work on Hwy. 311 should be completed within three working days if the weather permits
- The work to resolve the drainage problems in the Broadmoor area should be completed by Christmas

No action was necessary on agenda item 8A – Information List.

There were no matters reported under agenda item 8B – Parish President.

Mr. A. Tillman moved, seconded by Mr. K. Voisin, “THAT, there being no further business to come before the Council, the meeting be adjourned.”

The Chairwoman called for a vote on the motion offered by Mr. A. Tillman.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: T. Cavalier, J. Pizzolatto, C. Voisin, K. Voisin, J. Cehan, P. Lambert, A. Tillman, A. Williams and B. Hebert

NAYS: None

ABSENT: None

The Chairwoman declared the motion adopted and the meeting adjourned at 6:40 p.m.

TAMMY E. TRIGGS, MINUTE CLERK

ATTEST:

/S/ ARLANDA J. WILLIAMS, CHAIRWOMAN  
TERREBONNE PARISH COUNCIL

/S/ CHARLETTE D. POCHÉ  
ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL