**ST. LANDRY PARISH COUNCIL**

**ADMINISTRATIVE/FINANCE COMMITTEE MEETING**

**WEDNESDAY, JULY 6th, 2022**

**OLD CITY MARKET, 131 W. BELLEVUE ST.**

**OPELOUSAS, LOUISIANA**

**ADMINISTRATIVE/FINANCE COMMITTEE MEETING MINUTES**

1. Chairman Wayne Ardoin called this meeting of the Administrative/Finance Committee of the St. Landry Parish Council to order.
2. Councilman Easton Shelvin led the Pledge of Allegiance & Invocation.
3. **Roll Call**: Jerry Red Jr., Easton Shelvin, Harold Taylor, Wayne Ardoin and Timmy Lejeune. Ex-Officio Vivian Olivier. **ABSENT**: Nancy Carriere.

***Councilwoman Nancy Carriere was late for roll call but later joined the meeting***.

1. Person to address the Committee:

None.

1. Parish President & Finance Report:

**Parish President Jessie Bellard stated**, “Mr. Red asked for a comparison of the fuel cost compared to last year. So in your packet you have a breakdown of each department and the fuel purchases year to date. It is a yearly comparison and a monthly comparison. It is in your packet for review. The list of vehicles, we have a sale coming up on July 23rd to sell some vehicles. Once everything is sold, we will put a list back together of what we have and we will get you all a copy of that at the next meeting.”

**Councilman Easton Shelvin questioned**, “Do you have a list of the vehicles that you are going to sell?”

**Parish President Jessie Bellard stated**, “Yes, we have a list of the vehicles. We have a list of everything that we are selling. It is not just vehicles, it is odd items that is just hanging around. I want to get rid of that. We have a list that we will be selling.”

**Councilman Jerry Red Jr. questioned, “**I was looking at the print out on the fuel. On Public Works, if you are looking at it, it is almost $10,000.00 more per month. I knew it was going to go up. Do we have any plans on the vehicles?”

**Parish President Jessie Bellard stated, “**We are going to have to take it away from materials. We are going to use material money. Right now we are going to be at 100% on our fuel budget so we are going to use the money from material and not put as much material on the road to keep the vehicles running.”

**Councilman Jerry Red Jr. questioned, “**With the fuel cost, will we continue having everyone taking their vehicles home?

**Parish President Jessie Bellard stated, “**Only the employees that are on call are taking vehicles home.”

**Councilman Jerry Red Jr., stated,** “All right.”

**Councilwoman Nancy Carriere questioned, “**Since you all were talking about vehicles, about two Sunday’s ago, I meet the Parish Government’s small car going to Lafayette. I was just wondering where the vehicle was going on a Sunday.”

**Parish President Jessie Bellard stated, “**The little tiny, tiny care?”

**Councilwoman Nancy Carriere stated,** “Yes, the one that is parked at the Civic Center.

**Parish President Jessie Bellard stated, “**That is one of the WIOA vehicles. Sometimes they take it back home when they have to go to a meeting on a Monday in another parish, instead of driving to Opelousas to get the car and driving back home, they come and get the car on a Sunday to start their Monday off.”

**Administrative Finance Chairman Wayne Ardoin questioned**, “Mr. Bellard, how many vehicles do we have out there now? Can you give us that figure?”

**Parish President Jessie Bellard stated**, “I can’t give you an accurate count, no. We will have that list compiled after July 23rd.

**Administrative Finance Chairman Wayne Ardoin stated,** “Okay.”

**Parish President Jessie Bellard stated, “**The Woman’s Shelter, right now we are still looking at buildings. Until they find a location to put it we don’t need any action from the council until that takes place. As of right now they are trying to get it to an off sight location in the parish but not on the Airport Grounds, something that is already built. Right now they are just trying to find something built. It is too expensive to build one.”

**Councilman Harold Taylor questioned, “**What involvement do we have in this? Do we have a financial involvement?”

**Parish President Jessie Bellard stated, “**No we don’t. I just think that maybe the Shelter will have to comply with our new ordinance that we just put in place with the Group Homes. I think it is going to be their definition so at that point, I think we will come to the council to get approval for that. Initially they wanted to do it on the Airport property but it will cost too much money to do it there.”

**Councilman Harold Taylor stated, “**So we don’t have any financial involvement in it at all, is that correct?”

**Parish President Jessie Bellard stated,** “That is correct.”

**Councilman Harold Taylor stated**, “Okay.”

**Parish President Jessie Bellard stated, “**On the Animal Control Ordinance, Katy still has it. She assured me that she will have it for me for the council meeting to be introduced at the next council meeting on the 19th, she has not given me the final draft yet.”

**Parish President Jessie Bellard stated, “**Update on the Walmart Distribution Center, nothing public to go out right now. We have not received anything since we last discussed it. Bill called me today about some other issues but not ready for the public yet.”

**Parish President Jessie Bellard stated, “**On the Buller Property, it is still in the hands of Jacob and them. They are drafting an ordinance or a sample ordinance for us to bring to the council hopefully for the next board meeting. That way, we can have that introduced and ready to go.”

**Administrative Finance Chairman Wayne Ardoin questioned, “**So Mr. Jarrell is working on that Mr. Bellard.”

**Parish President Jessie Bellard stated, “**Correct, yes.”

**Councilman Jerry Red Jr., questioned,** “What is the plan on the Buller Property?”

**Parish President Jessie Bellard stated, “**I think once we change the ordinance then it will be able to comply with that ordinance. So there is no variance needed, he will just have to comply with the new ordinance that is in place.”

**Councilman Jerry Red Jr., questioned,** “So what is the plan to change the ordinance?”

**Parish President Jessie Bellard stated, “**To make it to a private subdivision that has to be gated and it has to have a HOA and those stipulations. It will be basically a private road built to our specifications but not with our involvement at all. Once they build it, it has to meet our specifications for a gated community and have a HOA and a couple of other things but basically they will be on their own. It will be in the contract that it will be theirs and only theirs and it will never come to the parish.”

**Councilman Jerry Red Jr., stated, “**I will be honest, I am against private subdivisions. Right now, I would not be for it.”

**Parish President Jessie Bellard stated, “**The Blighted properties, number 8 on the agenda, 38 adjudicated properties, I also have the Blight Properties that we submitted to you all tonight, four of them, we will take action on. We gave them time to do their work and they did not do it so now we will go along and tear them down and clean up their property. The bottom two is newly blight properties, we will need that to start the process of demolition and start doing notifications on those.”

**Administrative Finance Chairman Wayne Ardoin questioned**, “Are all of those outside of the city limits of any municipalities?”

**Parish President Jessie Bellard stated**, “I am not sure about Bullard that has already been done. The other two are, the first four already went thru the process in front of the council. Those are the ones we gave time to do it. Some it helped and some it did not. Now we are just going to go ahead and knock them down and clean them up. The new ones are Parcel No. 010659220R - Robert Lee Henry - 121 Annointing Drive, Opelousas. The other new one is Parcel No. 0201848700 – Carolyn Winnworth – 221 Cameron Drive, Arnaudville. Those are the two properties that we need to start the process of demolition.”

**Councilwoman Nancy Carriere questioned, “**I see that Lena Mayo on McNeese, is that the one that I was speaking of that was supposed to do it that did not ever do it?”

**Parish President Jessie Bellard stated, “**Correct, they started but they did not finish.”

**Councilwoman Nancy Carriere stated,** “I don’t think they started because I went by. It is a trailer and you all are going to finally do it.”

**Parish President Jessie Bellard stated**, “We will have to do it, yes.”

**Councilwoman Nancy Carriere stated, “**I understood that she sold the property. Is she still the owner or do you know?”

**Parish President Jessie Bellard stated, “**At last we have known that is correct. If she sold the property they we will get with the new owner but at the same time this has already been approved and ready to go. We gave them time, they did not fulfill their obligations.”

**Councilwoman Nancy Carriere stated, “**Well three years’ time. Thank you.”

**Councilwoman Mildred Thierry questioned, “**The beginning process for the demolition process is to send them a letter, what is the first step?”

**Parish President Jessie Bellard stated, “**We have sent letters out already. We have already sent certified letters and everything else. Now the council will send out registered letters to come show cause at the council why we should not proceed. Whenever it gets here we have already sent out letters and certified letters and stuff.”

**Councilman Jerry Red Jr., questioned, “**After this is passed by the council, what is the timeline on starting the process of it being cleaned up?”

**Parish President Jessie Bellard stated,** “Whenever they come here in front of the council or if they don’t show up, then we usually do 30 days after that process and start to clean them up.”

**Councilman Jerry Red Jr., questioned, “**Some of these did not come before the council.”

**Parish President Jessie Bellard stated, “**They did, they just ask for more time and we gave them more time.”

**Councilman Jerry Red Jr., questioned,** “And we still have to give them more time to come before the council?”

**Parish President Jessie Bellard stated,** “No the first 4 we don’t. I am just letting you all know that we gave them time but they did not fulfill the obligation so now we will just have to go and do it. Whenever they come before the council and say give me 30 days or whatever, we try to work with them but if they don’t keep up their end of the bargain, we will just have to go and clean it up.”

**Councilman Jerry Red Jr., questioned, “**So the process after they passed the first 4, we can start cleaning them up. But the last 2……”

**Parish President Jessie Bellard stated**, “We are just starting the process now. We already sent out the certified letters and did our part on our side now it is time for them to come to the council and show cause why we should not.”

**Administrative Finance Chairman Wayne Ardoin questioned**, “Where is the list of the monies on the American Rescue Fund? Do you have that in a separate account?”

**Finance Director Caryn Fulop stated, “**We keep track of it in a separate quick book file.”

**Administrative Finance Chairman Wayne Ardoin questioned**, “Are we privileged to that?”

**Finance Director Caryn Fulop stated, “**I can get you copies of it.”

**Administrative Finance Chairman Wayne Ardoin stated, “**Jessie and I had a conversation this morning. I think you all have disbursed some of the money to the municipalities.”

**Finance Director Caryn Fulop stated, “**Yes we did. We sent that out.”

**Councilman Harold Taylor questioned, “**Madam Director Caryn, I spoke to an Auditor yesterday to get an update on when we can get the audit. I think you asked for an extension. Would you explain what that was for?”

**Finance Director Caryn Fulop stated, “**When Kevin and I had spoken he had one of his managers that left. He is catching up and because I came in at the end of the year and I have been trying to find where information is that I did not know where it was at. We have been getting it together and sending him stuff as we get it. We have seen them, they have not come there so it is just a matter of me finding it and sending it to them. Jennifer, she is usually with the manager on the audit, she left like a couple of weeks ago in the middle of June after vacation so he is playing catch up with it.”

**Councilman Harold Taylor questioned,** “Any time line as to when we can expect it?”

**Finance Director Caryn Fulop stated,** “We asked for a 60 day extension which would give them enough time to come in and do what they need to do. We sent them all of the stuff so it was just a matter of them taking what we have sent them and doing what they needed to do. I think they are on the single audit part of it now though.”

**Councilman Harold Taylor stated,** “You said 50 days?”

**Finance Director Caryn Fulop stated,** “60.”

**Councilman Harold Taylor stated**, “60 days.”

**Finance Director Caryn Fulop stated,** “I think you can do an extension up to 90 days. Kevin and I spoke and we did 60 just to make sure we had enough time.”

**Councilman Harold Taylor questioned,** “So 60 days from when?”

**Finance Director Caryn Fulop stated, “**From June 30th.

**Councilman Harold Taylor stated,** “Okay, thank you.”

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Easton Shelvin to accept the Parish President & Finance Report.

On roll call vote: YEAS: Jerry Red Jr., Nancy Carriere, Easton Shelvin, Harold Taylor, and Timmy Lejeune. NAYS: None. ABSENT: None. ABSTAINED: None.

**Motion carried.**

1. Forward all applications received for one appointment to the St. Landry Parish Housing Authority for a five year term expiring 08-04-2022).

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on **Tuesday July 19th, 2022** all applications received for one appointment to the St. Landry Parish Housing Authority for a five year term. (08-04-2022 – 08-04-2027).

On roll call vote: YEAS: Jerry Red Jr., Nancy Carriere, Easton Shelvin, Harold Taylor, and Timmy Lejeune. NAYS: None. ABSENT: None. ABSTAINED: None.

**Motion forwarded.**

1. Discuss the procedure of the way we accept subdivisions. Are we notifying the state after the subdivision has been accepted into the Parish? (Councilman Wayne Ardoin).

**Administrative Finance Chairman Wayne Ardoin stated, “**On item No. 7, I think you agreed this morning Mr. Bellard, you will start sending those copies of those subdivision that we accept to the Health Unit People.”

**Parish President Jessie Bellard stated, “**They get them. They have to be certified and sent up stairs to room 206 to be filed.”

**Administrative Finance Chairman Wayne Ardoin stated, “**You are going to go ahead and do the procedure that needs to be done.”

**Parish President Jessie Bellard stated, “**Right, yes.”

**Administrative Finance Chairman Wayne Ardoin stated, “**So that will take care of item No. 7.

1. Authorize the Parish President Jessie Bellard to sell 38 Adjudicated Properties.

**Parish President Jessie Bellard stated**, “It is 42 properties. You all have a list in your packet of those adjudicated pieces of property.”

A motion was made by Councilman Harold Taylor, seconded by Councilman Easton Shelvin to forward to Regular Meeting held on **Tuesday, July 19th, 2020** to authorize the Parish President Jessie Bellard to sell 42 Adjudicated Properties.

On roll call vote: YEAS: Jerry Red Jr., Nancy Carriere, Easton Shelvin, Harold Taylor, and Timmy Lejeune. NAYS: None. ABSENT: None. ABSTAINED: None.

**Motion forwarded.**

1. Discuss any other business properly brought before this committee.

**Councilwoman Nancy Carriere questioned**, “We are starting the advertisement part of the Adjudicated properties right?”

**Parish President Jessie Bellard stated, “**No this is the first step.”

**Councilwoman Nancy Carriere questioned,** “Is this the first step where they are going to put it in the papers?

**Parish President Jessie Bellard stated,** “Right, after the July 19th, meeting then we will start that process. After the council approves to sell it, then we will start the notifications in the Eunice News and go on from there and put the dates.”

**Councilwoman Nancy Carriere stated,** “I just wanted to understand.”

1. A motion was made by Councilman Harold Taylor, seconded by Councilman Easton Shelvin to adjourn the Administrative Finance Committee Meeting.

On roll call vote: YEAS: Jerry Red Jr., Nancy Carriere, Easton Shelvin, Harold Taylor, and Timmy Lejeune. NAYS: None. ABSENT: None. ABSTAINED: None.

**Motion carried.**

**I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE**

 **KAREN BARLOW, ASSISTANT COUNCIL CLERK**