**ST. LANDRY PARISH COUNCIL**

**ADMINISTRATIVE/FINANCE COMMITTEE MEETING**

**WEDNESDAY, AUGUST 3rd, 2022**

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

**OPELOUSAS, LOUISIANA**

**ADMINISTRATIVE/FINANCE COMMITTEE MEETING MINUTES**

**Parish President Jessie Bellard Was Absent for this Meeting due to a Flooding Situation in Whiteville**

1. Chairman Wayne Ardoin called this meeting of the Administrative/Finance Committee of the St. Landry Parish Council to order.
2. **Roll Call**: Jerry Red Jr., Nancy Carriere, Easton Shelvin, Harold Taylor, Wayne Ardoin and Timmy Lejeune. Ex-Officio Vivian Olivier. **ABSENT**: None.

1. Person to address the Committee:

None.

1. Parish President & Finance Report:

**Finance Director, Caryn Fulop stated**, “The fuel, the vehicle list, we are just working on taking the ones that we sold off. We will have that list for you. We can e-mail it to you all or have it at the next meeting. We are going thru the audit and I am getting stuff together for them. I just got the paper work back from the auction sale.”

**Councilwoman Nancy Carriere stated**, “You can do both, you can e-mail the report and you can bring it to the next meeting.”

**Finance Director, Caryn Fulop stated, “**On the **Woman’s Shelter** there are no updates.

On the **Animal Control Ordinance,** they had that meeting last night and I think they are

going through the different municipalities and discussing it.”

On the **Buller Property**, I am trying to read the notes. It says something about submit no

more variance, I am not sure on that one.”

**Administrative Finance Chairman Wayne Ardoin stated, “**Mr. Herpin, do you have

anything on the Buller Property? Have you spoken to Jessie?”

**Mr. Herpin** **stated**, “I spoke to him but his phone had cut off, we were disconnected.”

**Administrative Finance Chairman Wayne Ardoin stated,** “So you don’t have

anything on the Buller Property?”

**Finance Director Caryn Fulop stated**, on the Buller Property, There is no more need

for the council action, they submitted it thru the normal procedure.”

**Administrative Finance Chairman Wayne Ardoin stated**, “If I am speaking correctly,

we have not received anything from the engineering firm that is supposed to be redoing

the ordinance and the way that we take roads in. If I am correct, that is what we are

waiting on. I think they were supposed to be looking at that ordinance and coming back

to us.”

**Finance Director Caryn Fulop stated**, “They are working on it now.”

**Finance Director Caryn Fulop stated, “**Update on the American Rescue Fund Money, I

put a financial statement in there with what we have spent so far this year and the

balance of everything.”

**Councilman Harold Taylor questioned**, “I compared the adopted budget that we did

last fall to the budget numbers you have here and I have found several discrepancies.

Would you like to get together the next day or so and go over them, they are numerous?”

**Finance Director Caryn Fulop stated**, “Yes, we can do that.”

**Councilwoman Nancy Carriere stated, “**Can several of us on this committee meet

that way we can be familiarized with whatever you are saying.”

**Administrative Finance Chairman Wayne Ardoin stated, “**It will be the Finance

Committee, as long as we don’t have a quorum and we can set it up. You need to call us

Ms. Fulop and let us know when you want to meet. I think that we have some things that

we need to discuss.”A motion was made by Councilman Timmy Lejeune 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 two appointments to the St. Landry Parish Solid Waste Disposal District for a four year term. (09-02-2022 – 09-02-2026).

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on **Wednesday, August 17th, 2022** all applications received for two appointments to the St. Landry Parish Solid Waste Disposal District for a four year term. (09-02-2022 – 09-02-2026).

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. Forward all applications received for three appointments to East St. Landry Consolidated Gravity Drainage District No. 1 for a four year term. (09-04-2022 – 09-04-2026).

A motion was made by Councilman Harold Taylor, seconded by Councilman Jerry Red Jr., to forward to Regular Meeting held on **Wednesday, August 17th, 2022** all applications received for three appointments to East St. Landry Consolidated Gravity Drainage District No. 1 for a four year term. (09-04-2022 – 09-04-2026).

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. Authorize the Council Clerk to advertise for the Full – Time position as Registrar of Voters for the St Landry Parish Government.

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on **Wednesday, August 17th, 2022** to authorize the Council Clerk to advertise for the Full - Time position as Registrar of Voters for the St. Landry Parish Government.

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, “**I put this on the agenda because Ms. Nicki Collins who is with the Health Department for the State of Louisiana stated that they have not been receiving the subdivisions that we accept. We probably accepted three in the last six months but yet they have not received the matters as the other day. Mr. Bellard advised that he would make sure that his personnel at the Parish Government was going to give it to them. Due to the fact when someone will go over there, we don’t have a record that the subdivision was accepted. I think that he is taking care of that. Ms. Fulop, would you make a note of that.”

**Councilman Jerry Red Jr., questioned,** “Do you want to forward that to the full council?”

**Administrative Finance Chairman Wayne Ardoin stated, “**We can move it to the full council. Do I have a motion?”

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on **Wednesday, August 17th, 2022** the further discussion of the procedure of the way we accept subdivisions into the parish.

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. Authorize the Council Clerk to advertise for one appointment to Lawtell Water District No. 1 for the remainder of a four year term expiring 08-12-2023.

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Easton Shelvin to forward to Regular Meeting held on **Wednesday, August 17th, 2022** to authorize the Council Clerk to advertise for one appointment to Lawtell Water District No. 1 for the remainder of a four year term expiring 08-12-2023.

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. Authorize the Council Clerk to advertise for one appointment to the Greater Krotz Springs Port Commission. (No Set Terms)

A motion was made by Councilman Jerry Red Jr., seconded by Councilman Harold Taylor to forward to Regular Meeting held on **Wednesday, August 17th, 2022** to authorize the Council Clerk to advertise for one appointment to the Greater Krotz Springs Port Commission. (No Set Terms).

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. Authorize the Parish President Jessie Bellard to sign the Contract with Delta Specialty Contractors, LLC in the amount of $383,926.25 for the Perimeter Fencing Phase II at the St. Landry Parish Airport.

**Councilman Harold Taylor questioned**, “Mr. Chairman, is this paid for with the State Grant, is that correct?”

**Administrative Finance Chairman Wayne Ardoin stated, “**I am under that understanding that it was a State Grant.”

**Finance Director Caryn Fulop stated, “**It is all Federally Funded.”

A motion was made by Councilman Harold Taylor, seconded by Councilman Jerry Red Jr., to forward to Regular Meeting held on **Wednesday, August 17th, 2022** to authorize the Parish President to sign the Contract with Delta Specialty Contractors, LLC in the amount of $383,926.25 for the Perimeter Fencing Phase II at the St. Landry Parish Airport.

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. Authorize the Parish President to sign the Lease and Operating Agreement between Fedare ‘Mark’ Hubbard and the St. Landry Parish Airport to Lease Lots 22 and 23 for Hanger Construction. Note: Construction will take effect September 1, 2022.

**Councilman Harold Taylor questioned Legal Counsel,** “Have you reviewed that lease, Counsel?”

**Legal Counsel Garett Duplechain stated, “**Yes, it is acceptable.

**Councilman Harold Taylor questioned**, “Is everything in order?”

**Legal Counsel Garett Duplechain stated**, “Yes.”

A motion was made by Councilman Harold Taylor, seconded by Councilman Easton Shelvin to forward to Regular Meeting held on **Wednesday, August 17th, 2022** to authorize the Parish President to sign the Lease and Operating Agreement between Fedare ‘Mark’ Hubbard and the St. Landry Parish Airport to Lease Lots 22 and 23 for Hanger Construction. Note: Construction will take effect September 1, 2022.

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. Forward to Full Council **Resolution No. 019-2022**.

**A Resolution approving the holding of an election in Bayou Mallet and Plaquemine Gravity Drainage District No. 10 of St. Landry Parish, Louisiana, on Saturday, December 10, 2022 to authorize the Levy of a Special Tax therein.**

A motion was made by Councilman Timmy Lejeune, seconded by Councilman Harold Taylor to forward to Regular Meeting held on **Wednesday, August 17th, 2022** to approve **Resolution No. 019-2022**. A Resolution approving the holding of an election in Bayou Mallet and Plaquemine Gravity Drainage District No. 10 of St. Landry Parish, Louisiana on Saturday, December 10, 2022 to authorize the Levy of a Special Tax therein.

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 stated**, “I did not notice this before but on item No. 11 on the agenda, we authorize the Parish President to sign the contract for $383,926.25. I was looking at Exhibit A in the amount of $445,670.25.”

**Administrative Finance Chairman Wayne Ardoin stated, “We have it in our packet. Garett can you……**

**Legal Counsel Garett Duplechain stated,** “I got that e-mailed to me. It was a maximum of $401,000.00. I have to sign off on it.”

**Administrative Finance Chairman Wayne Ardoin questioned,** “Is it alright for us to accept it?”

**Legal Counsel Garett Duplechain stated**, “Yes, it is on my computer. I have read it.”

**Administrative Finance Chairman Wayne Ardoin stated,** “Do you have the Bid? We had the bid and I saw it in the packet. It is from other companies also. Delta Specialty I see it right here. $383,926.25.

**Finance Director Caryn Fulop stated, “**That is the contractor’s amount. The rest is engineering fees and stuff like that.”

**Councilwoman Nancy Carriere, “**I just wanted to know because we are approving the #383,926.25 and I was just wondering if it was 445,670.25.”

**Legal Counsel Garett Duplechain stated,** “I think the max is 401 Thousand. I signed off on it.”

**Administrative Finance Chairman Wayne Ardoin stated, “**I know we have been selling some Adjudicated properties here. We had Civic Source here before and I understand when Civic Source was here, they put signs up on adjudicated property. It says that this property was for sale. It was being offered for sale. I know that we had a lot of property in the country and I have never seen the signs. I had a situation on Ivory Drive which is behind the old Wildlife and Fisheries. I had a gentlemen by the name of Mr. Kenneth Manuel wanting to buy this property. He cut the grass there. He did everything to try and buy this piece of property. He sort of backed off of it but he kept on me about wanting to buy this property. Mr. Lewis, you verified to me the other day that you did speak to that gentleman. He told you that he wished that he could buy that property. At this time, I understand that the property is sold and he was not even offered to submit a bid, am I correct? Could you speak in the mic so we can get the recording?”

**Mr. Richard Lewis of Code Enforcement stated, “**The property had a deposit put on it. He had the opportunity several times. He called me from his car. I told him to come to the office and put his bid in, he never did. He called me on three occasions to say that he was coming in and he never came.”

**Administrative Finance Chairman Wayne Ardoin stated, “**I understand. If a sign would have been placed on that property, maybe it would have rang a bell that he needs to go ahead and place a bid on that property. I understand, the sale is done. Now I am asking that any piece of property that is adjudicated by St. Landry Parish Government a sign should be place on it so the neighbors will know that this property is up for sale. Just like Civic Source use to do.”

**Mr. Richard Lewis of Code Enforcement stated**, “I have no problem with that. I was never told to place a sign on adjudicate properties. We place signs on Blighted properties.”

**Councilman Harold Taylor questioned, “**When we adjudicate property, like with Civic Source, they always put a sign. It was part of the revised statue to do so, is that correct?”

**Legal Counsel Garett Duplechain stated, “**Civic Source always did. If the council wishes to, they can pass an ordinance to place signs up on adjudicated properties. That is up to the council. The ordinance can be ready to go for the full council meeting if you all want to.”

**Administrative Finance Chairman Wayne Ardoin stated, “**I am going to ask at this time that it be done. Simply so people will know in their neighborhood that there is a piece of property that is up for sale. Suppose they want one of their relatives to come and possibly purchase this property. Which would you rather see us do Mr. Duplechain?”

**Legal Counsel Garett Duplechain stated, “**An Ordinance is a law whereas a Resolution expresses the will of the council. So the council can take it’s pick on that.”

**Councilman Timmy Lejeune stated, “**We should do it as a Resolution.

**Legal Counsel Garett Duplechain stated,** “We could do the Resolution.”

**Councilwoman Nancy Carriere stated,** “There are over 1000 properties. What I would like to add in the motion is that the properties that are coming up for sale, the 30 plus that we pick, therefore the next door neighbor will know that those signs be put up as we go and we pull them. He can’t do them all at one time. As those 30 plus that we get, then the signs will be put up that those are for sale and therefore the neighbors will know then.”

 **Administrative Finance Chairman Wayne Ardoin stated, “**I just feel bad for the gentleman. He put his blood and sweat there. He cut the grass there with intentions of it coming up for sale and he would be notified. I am not putting any blame on Mr. Lewis or the Parish President or their office. But the gentlemen taught he would have preference on it. It is done, it is finished with and I just don’t like the situation.”

**Councilman Jerry Red Jr., stated, “**My only take on this is, I am listening to Mr. Lewis and he said that the man had three opportunities to come to the office and put his $500.00 deposit down and never showed up. A person can tell one person one thing and still not do what they are required to do and then they miss out. Whose fault is that? You can’t blame nobody but yourself.”

**Administrative Finance Chairman Wayne Ardoin stated, “**I understand that. Like I said, I don’t blame Mr. Lewis, I am not blaming anybody. I don’t think that it need to happen anymore.”

**Councilman Jerry Red Jr., stated, “**I agree.”

**Councilman Harold Taylor stated, “**What Ms. Nancy is asking that the signs be put up a couple of week before or three weeks before or as soon as we get the list.”

**Mr. Richard Lewis of Code Enforcement stated, “**Just for Clarification, now we have 42 properties that started Sunday being advertised. I need to put out 42 signs, correct?”

**Administrative Finance Chairman Wayne Ardoin stated,** “I would strongly suggest that, that is the way that we handle it.”

**Councilman Harold Taylor stated, “**With a contact number and whatever information.”

**Administrative Finance Chairman Wayne Ardoin stated, “**I just think that it would be fair to everybody Mr. Lewis.”

**Councilman Harold Taylor stated, “**It is not always fair, it is the right thing to do. The more people that knows about it the more people would want it and the price could be escalated.”

**Councilman Jerry Red Jr., stated, “**But technically you don’t have to put the signs out until this is passed.”

**Councilman Harold Taylor,** “I don’t know that. That is what I want the counsel to answer.”

**Administrative Finance Chairman Wayne Ardoin stated, “**Would you research that Mr. Garett.”

**Legal Counsel Garett Duplechain stated, “**If the council passes a resolution then the council’s will would be expressed thru the resolution to put the signs up. It is not an ordinance, it is a resolution.”

**Councilman Jerry Red Jr., stated**, “That is correct.”

**Administrative Finance Chairman Wayne Ardoin stated, “**I am also going to ask that you draw up an ordinance so we can put it into law. I will sponsor the Ordinance.

**Councilman Harold Taylor stated, “**Counsel, Revised Statue don’t address adjudicated properties for parishes and municipalities?”

**Legal Counsel Garett Duplechain stated,** “It addresses property, I did not see that it addresses signs, but the council can address that if they choose to.”

**Councilman Harold Taylor stated, “**I guess where I am going with this, when Civic Source did this, it was all done by the LA Med at one time and they sent it off to the guy that put the process together and they did the research and a sign was part of that package.”

**Legal Counsel Garett Duplechain stated, “**Civic Source is a private entity which was trying to sell property. As far as putting up the signs, if the council wishes to, the council can address that with a resolution or an ordinance.

**Administrative Finance Chairman Wayne Ardoin stated,** “I will ask that an ordinance be drawn up. Right now we are going to deal with the resolution.”

**Legal Counsel Garett Duplechain stated, “**Do you want to draw up both? I can draw up both, resolution and ordinance.”

**Administrative Finance Chairman Wayne Ardoin stated, “**Whatever but I have a motion by Mr. Lejeune.

A motion was made by Councilman Timmy Lejeune, seconded by Councilwoman Nancy Carriere to forward to Regular Meeting held on Wednesday, **August 17th, 2022** a Resolution to place ‘For Sale’ signs on all adjudicated property two weeks before the list is approved by the council.

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. Adjourn

A motion was made by Councilman Jerry Red Jr., 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**