**ST. LANDRY PARISH COUNCIL**

**ADMINISTRATIVE/FINANCE COMMITTEE MEETING**

**WEDNESDAY, SEPTEMBER 6th, 2023**

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

**OPELOUSAS, LOUISIANA**

**ADMINISTRATIVE/FINANCE COMMITTEE MEETING MINUTES**

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

Lynn Lejeune. Ex-Officio Jerry Red Jr. **ABSENT:** Dexter Brown.

1. **Person to address the Committee**:

* *There was no one to address the council.*

1. **Parish President & Finance Report**:

* Approval to advertise for four Committee Members to serve on the St. Landry Parish

Planning Commission Board and list the qualifications in the advertisement.

Sec. 36-6 Minimum Qualifications.

*Parish President Jessie Bellard stated,* “Last month we approved a Planning Commission. The next move is to post for the Board Members. One member is recommended by SLED and the other four is appointed by the council. I am asking the council to start the advertisement for the Planning Commission.

A motion was made by Councilman Harold Taylor, seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** to authorize the Council Clerk to advertise for four appointments to the St. Landry Planning Commission.

**On roll call vote: YEAS:** Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None. **ABSENT:** Dexter Brown. **ABSTAINED:** None.

**Motion forwarded.**

*Ms. Cynthia Fontenot stated*, “In your packet is a request for demolition of a property on Napoleon Street. Parcel #0103669500. The primary owner is Danita Auzenne Ricard, ETAL. I put a time line according to the actions. On May 9, 2023 I went out and inspected the property. On May 16, 2023 a property violation letter was sent via certified mail and U.S. Regular mail. The letter was signed and received by Ms. Danita Ricard on May 19, 2023. One of her siblings contacted the office and said that he will start demolishing and cleaning up the property. He asked for a little time. I told him that we will give him 30 days. I asked him to show us progress that he is making to clean up the property. I went back out and nothing was done to the property. It is a big eye sore. We did a compliance check On June 12, 2023 and the property is still in the same condition. On August 9, 2023 I went and place a sign stating that the property was in violation of the Code of Ordinance. It has not been brought up to code and at this time we are asking for authorization to go ahead and get some quotes to demolish the property.”

*Councilman Harold Taylor stated*, “Mr. Duplechain, have you looked over the particulars to make sure that we are in compliance?”

*Legal Counsel Garett Duplechain stated*, “I have the certified letter here. A notice was sent and the time line have come and gone. The next thing is to demolish the house.”

*Ms. Cynthia Fontenot stated*, “Yes Sir. I have photographs attached. It is a shed. The son of the original property owner stated that his father would work on cars. It is like a house/shed and it is halfway torn down as you can see on the photographs that is attached.”

*Parish President Jessie Bellard stated*, “In reference to this item the next move is for you all to authorize the council clerk to send out registered letters to the constituent asking them to come before you all at a regular council meeting to show just cause why we should not demolish their property. We have to do one more round of certified letters stating that they have to come before the council.”

*Legal Counsel Garett Duplechain stated,* “That is correct. A certified letter is sent by certified mail. A copy is recorded with the Clerk of Court. The person will either answer or not answer. They will be given the opportunity to come before the council. The council will authorize going forward if they want to demolish the house. Usually the Council Clerk and I get together and make sure that it is mailed and given the right address on the certified letter. After the required amount of time goes by the certificate of mailing and a copy of the letter is recorded with the Clerk of Court. It is then forwarded to the council meeting authorizing demolition of the house. I recommend that we go forward with it.”

*Councilwoman Nancy Carriere* questioned if the property was vacant.

*Ms. Cynthia Fontenot stated*, “The property is vacant. It is the front side that needs to be demolished. It sits on the corner of Hwy 190 and Napoleon Street.”

*Chairman Jerry Red Jr*., questioned the timeline to clear up the property near Super Loop in District 1.”

*Ms. Cynthia Fontenot stated*, “I did meet with a vendor this week. They came and cut the grass in the front. They did not realize that the property goes all the way to Lofton. I went all around the property to show her the size of the property and what needs to be done. They will be getting back with me in about two weeks.”

*Chairman Jerry Red Jr., stated,* “On the back side of the Lofton Property they have some rotten trees. Many of the branches are falling and some of the kids walk to school in that area. Just for safety of the public we want to make sure that is taken care of.”

*Ms. Cynthia Fontenot stated*, “I did stress that to them. It is a mortgage company out of Texas. I did talk to the contact person and stressed that it is near a school and it is dangerous. The will get back to me in about two weeks.”

A motion was made by Councilman Harold Taylor, seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** to authorize the Council Clerk to send a certified letter to Ms. Danita Auzenne Ricard, ETAL who owns the property on Napoleon Street, Opelousas, Parcel #0103669500 authorizing her to come to the next full council meeting to address the council to show just cause why her property should not be demolished.

**On roll call vote: YEAS:**  Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None. **ABSENT:** Dexter Brown. **ABSTAINED:** None.

**Motion forwarded.**

*Chairman Jerry Red Jr*., questioned, “When will the council receive a copy of the budget?”

*Parish President Jessie Bellard stated*, “Before October 1st, 2023.”

*Councilman Harold Taylor* questioned, “Can you give us an update on the Audit Report?”

*Parish President Jessie Bellard stated*, “They will come for the September Full Council Meeting. I will check back with them tomorrow but that is their plans.”

A motion was made by Councilman Timmy Lejeune, seconded by Councilman Harold Taylor to accept the Parish President & Finance Report.

**On roll call vote: YEAS:** Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune.

**NAYS:** None. **ABSENT:** Dexter Brown. **ABSTAINED:** None.

**Motion carried.**

1. **Authorize Parish President Jessie Bellard to sign a Disbursement of American Rescue Plan Act Funds to Southside Caregiver’s Inc. Community Outreach Program in the amount of $5,000.00**

A motion was made by Councilman Harold Taylor, seconded by Chairwoman Lynn Lejeune to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** to authorize the Parish President Jessie Bellard to sign a Disbursement of American Rescue Plan Act Funds to Southside Caregiver’s Inc. Community Outreach Program in the amount of $5,000.00.

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion forwarded.**

1. **Forward to Full Council RESOLUTION No. 026-2023.**

**A Resolution authorizing the filing of an application with the Louisiana Department of Transportation and Development for a grant under any of the following FTA Programs managed through Louisiana Department of Transportation Development.**

*Councilman Harold Taylor questioned*, “What is the FTA?”

*Parish President Jessie Bellard state*d, “That is for the Community Action Agency. That is their Transportation Van that they give us to utilize their programs.”

A motion was made by Councilman Harold Taylor, seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** **RESOLUTION 026-2023.**

**A Resolution authorizing the filing of an application with the Louisiana Department of Transportation and Development for a grant under any of the following FTA Programs managed through Louisiana Department of Transportation Development.**

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion forwarded.**

1. **Forward to Full Council RESOLUTION NO. 027-2023.**

**Whereas, there are documents and requests that St. Landry Parish Government needs to sign regarding Capital Outlay Projects administered through Facility Planning and Control Division of Administration.**

*Councilman Harold Taylor questioned,* “Could you explain Capital Outlay

Project “50-J49-23-01.

*Parish President Jessie Bellard stated*, “This program is for $1,000,000.00 that we received

for roads in District 8, Domengeaux Road and Chris Road.”

*Councilman Harold Taylor questioned*, “Did we receive the permits from the Core and every

one else to do this project?”

*Parish President Jessie Bellard stated*, “No we have not even started the process. We have to get

this done and then it starts the process. This will be just an overlay project.”

*Councilman Harold Taylor stated*, “So what you are asking is for permission to get the money?”

*Parish President Jessie Bellard stated*, “Yes, that is correct. We will have to sign a CEA if I am not mistaken.”

*Councilman Harold Taylor stated*, “What happens if we don’t get the permit to do the project?”

*Parish President Jessie Bellard stated*, “This is just an overlay project for roads in District 8,

Domengeaux Road and Chris Road.”

*Chairman Jerry Red Jr., stated*, “Mr. Bellard can you explain that again. Was it done for District 8 only?”

*Parish President Jessie Bellard stated*, “That is some Capital Outlay Money that was in the state this year. It was earmarked for Domengeaux Road and Chris Road.”

*Chairman Jerry Red Jr., stated*, “We have 13 Districts. We could not have asked for any other Districts except District 8? Was that the only two roads that we saw where it was needed?”

*Parish President Jessie Bellard stated*, ‘That is not what was needed, that is what was given.”

They gave us $1,000,000.00 and it came from the State.”

A motion was made by Councilwoman Vivian Olivier, seconded by Councilman Harold Taylor

to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** RESOLUTION

027-2023.

**Whereas, there are documents and requests that St. Landry Parish Government needs to sign regarding Capital Outlay Projects administered through Facility Planning and Control Division of Administration.**

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion forwarded.**

1. **Update on the Class Action Lawsuit for the Billing of Insulin. (Garett Duplechain)**

*Legal Counsel Garett Duplechain stated*, “At the last meeting the council voted for me to see if there was a local law firm that specializes in this class action lawsuit regarding Insulin Manufactured. I did find a local law firm who was interested in representing the Parish Government in this class action lawsuit. I am in contact with that law firm and I am working with them right now.”

*Chairman Jerry Red questioned*, “Who is the law firm?”

*Legal Counsel Garett Duplechain stated*, “Morrow, Morrow, Ryan & Basset.”

1. **Authorize the Council Clerk to advertise for two appointments for a one year term to Fire District No. 7. (11-18-2022-11-18-2023).**

A motion was made by Councilman Harold Taylor, seconded by Councilwoman Vivian Olivier to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** to authorize the Council Clerk to advertise for two appointment for a one year term to Fire District No. 7. (11-18-2022 – 11-18-2023).

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion forwarded.**

1. **Authorize the Council Clerk to advertise for two appointments for a four year term to East St. Landry Consolidated Gravity Drainage District No. 1.**

**(11-18-2019 – 11-18-2023).**

A motion was made by Councilman Harold Taylor, seconded by Councilman Timmy Lejeune to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** to authorize the Council Clerk to advertise for two appointment for a four year term to East

St. Landry Consolidated Gravity Drainage District No. 1. (11-18-2019 – 11-18-2023).

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion forwarded.**

1. **Discuss the proposal for a salary increase for the Council Clerks.**

**(Councilman Wayne Ardoin).**

*Councilman Wayne Ardoin stated*, “I will ask that this item be tabled until we get our budget so we will know where we are at on travel and everything else in our council.”

*Councilwoman Mildred Thierry stated*, “I prepared something that we need to keep at the forefront of our minds. On April 5th, 2023 Ms. Vivian Olivier made a motion and it was seconded by Mr. Taylor to forward to the regular meeting to gather information from the neighboring parishes on their salaries of their clerks. On April 19th, 2023 copies were e-mailed and placed on each one of our desk. During this meeting on April 19, 2023 it was stated that there was no ordinance for salaries in place for the clerks. A motion was made by Mr. Wayne Ardoin, seconded by Mr. Clavier to forward to the next committee meeting on May 3rd, the data of an old ordinance regarding the salaries for the council clerks and the data was presented. On May 3rd, 2023 Mr. Ardoin stated that he will ask that we amend our ordinance so that we can put the money into the budget so we can go ahead and give the clerks a raise. Ms. Vivian Olivier made the motion and it was seconded by Mr. Easton Shelvin. On May 17th, 2023 an introduction of a budget with a salary was included. On June 21st, 2023 Ordinance No. 2023-011 was pulled until the main budget is adopted. The main budget was adopted and signed on June 21st, 2023. It was placed back on introduction on June 16th, 2023. It seems like we are going around in circles. We have been dealing with this since April. It is time for us to come to a decision and some type of conclusion as to what we are going to do. If I was a council secretary I would have resigned by now. It makes me feel like my services are not really being appreciated. I feel these two ladies go above and beyond their call of duty. I am at a point where whatever we can legally give them at this point I am ready to stand behind it. We have been playing with this for a long time.”

*Councilman Wayne Ardoin stated*, “I respect Ms. Thierry’s statements. I want to bring the budget forward. When we will give the raises to these two young ladies it will be retroactive from the time that we first discussed it. I am not against giving them a raise. All I am saying is that we need to look at the budget. How much money we will have in our budget for the council and for the clerks. We need to look at the budget. That is why it is being delayed until we get our budget. When will we get our budget Mr. Bellard?”

Parish President Jessie Bellard stated, “You will get the budget later on this month. I would not say that you all will retroactive anybody’s pay. You all did not agree to anything. We have an increase in the budget that you all asked for in 2023. It is in there already. I think what will end up happening and I will not talk for these ladies but I am like Ms. Thierry, I don’t think that you all realize what you all have and what you all pay them. What will end up happening is that they may end up leaving and you will have to pay someone else more money to come in who knows a lot less than what they know. You can’t pay for experience and you can’t pay for the knowledge and have a new person come on. I think that you all have been tossing that can around like Ms. Thierry said. It is in the budget already. My recommendation, and they are your people, but do what you all have to do. It is in the budget.”

*Councilman Wayne Ardoin stated,* “I still stand by my motion. Let the budget be brought forward and we will see about giving them their raise but I am not on the Finance Committee. I had ask to give them a raise before. When I brought it up about the dollar amount I got shot down. Now I want to look at the dollar amount that we have. I am not against giving them a raise. I would love to see them get a raise.”

*Councilman Timmy Lejeune stated*, “I make a motion that we give them $2.00 an hour raise. Do we have enough in the budget to cover that Mr. Bellard?”

*Parish President Jessie Bellard stated*, “Yes, Sir.”

*Councilwoman Vivian Oliver stated*, “I second that. I think that is what we should do. We have been playing around with this long enough.”

*Councilman Harold Taylor stated*, “Are you looking for a point of Parliamentary Procedure? The author of the motion withdrew the motion and it means that it is dead until he brings it up again. Unless someone else wants to put it on the agenda for the next meeting to take action.”

*Parish President Jessie Bellard stated*, “Mr. Ardoin is not on the Finance Committee.”

*Councilman Harold Taylor stated*, “He is not on our committee but he is the author. Mr. Bellard if you want to be our Parliamentarian I am fine with that.”

*Parish President Jessie Bellard stated*, “I am just making sure that we don’t mess up to bad and lose two good people.”

*Councilwoman Vivian Olivier stated*, “I started it and it flunked because nobody wanted to give them a raise. What they wanted to do was give them twenty-five cents. I would walk out myself if somebody offered me twenty-five cents.”

*Parish President Jessie Bellard stated*, “It is on the Finance Committee Agenda. A motion was made and it was seconded.”

*Councilman Timmy Lejeune stated*, “It is a Committee Meeting. It can become item #15 on the Agenda. On Committee you can add things on the agenda to forward to the full council. If we don’t take a vote on it now we will take a vote on it at item #15.”

1. **Discuss future plans for employment with Parish Government.**

**(Councilwoman Lynn Lejeune).**

*Councilwoman Lynn Lejeune stated*, “I would like to pull this item off of the agenda.”

1. A motion was made by Councilman Timmy Lejeune, seconded by Councilwoman Vivian Oliver to forward to Regular Meeting held on ***Wednesday, September 20th, 2023*** to authorize giving the two council clerks each a $2.00 raise.

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion forwarded.**

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

None.

1. **Adjourn**

A motion was made by Councilwoman Lynn Lejeune, seconded by Councilwoman Vivian Olivier to adjourn the Administrative/Finance Committee Meeting.

**On roll call vote: YEAS**: Harold Taylor, Vivian Olivier, Timmy Lejeune and Lynn Lejeune. **NAYS:** None. **ABSENT**: Dexter Brown. **ABSTAINED**: None.

**Motion carried.**

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

**KAREN BARLOW, ASSISTANT COUNCIL CLERK**