

**ST. LANDRY PARISH COUNCIL
ADMINISTRATIVE/FINANCE COMMITTEE MEETING
WEDNESDAY, OCTOBER 2nd, 2024
OLD CITY MARKET, 131 W. BELLEVUE ST.
OPELOUSAS, LOUISIANA**

ADMINISTRATIVE/FINANCE COMMITTEE MEETING MINUTES

1. Chairman Harold Taylor called this meeting of the Administrative/Finance Committee of the St. Landry Parish Council to order.
2. **Roll Call:** Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. Ex-Officio Wayne Ardoin. **ABSENT:** None.
3. **Person to address the Committee.**
There was no one to address the Administrative Finance Committee.
4. **Parish President & Finance Reports:**

Parish President Jessie Bellard stated, “Everyone should have a copy of the financials and also a copy of the engagement letters from the auditors for approval. This will be for the next two years. I am going to ask that the committee forward that to the full council.”

A motion was made by Councilman Ken Marks, seconded by Councilman Ernest Blanchard to accept the Parish President & Finance Report.

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion carried.

5. **Forward to Full Council RESOLUTION NO. 016-2024**

A motion was made by Councilman Ken Marks, seconded by Councilman Faltery Jolivette to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 016-2024.*

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 016-2024

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 and Development.

- 49 CFR 5311, Formula Grant for Rural Areas

WHEREAS, the Secretary of Transportation and Development is authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs;

WHEREAS, it is required by the Louisiana Department of Transportation and Development in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that minority business enterprise be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment, or consultant and other services:

NOW, THEREFORE, BE IT RESOLVED by St. Landry Parish Government. :

1. That the Parish President is authorized to execute and file an application on behalf of St. Landry Parish Government Community Action Agency with the Louisiana Department of Transportation and Development, to aid in the financing of operating and/or capital assistance projects pursuant to FTA transit programs.
2. That the Parish President is authorized to execute and file with such applications an assurance or any other document required by the Louisiana Department of Transportation and Development effectuating the purposes of Title VI of the Civil Rights Act of 1964, as amended.
3. That the Parish President is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or financial reimbursement of the project.
4. That the Parish President is authorized to set and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the Parish President is authorized to execute grant contract agreements on behalf of St. Landry Parish Government Community Action Agency with the Louisiana Department of Transportation and Development for aid in the financing of the operating or capital assistance projects.
6. This resolution is applicable for a period of one year unless revoked by the governing body and copy of such revocation shall be furnished to the DOTD.

6. Discuss changing the background check policy for constituents applying for Boards and Commissions within St. Landry Parish.

Chairman Wayne Ardoin stated, “I am asking for this that we do not do a background check for the people that are already on the boards. New applicants we do a background check on.”

Parish President Jessie Bellard stated, “I am against that, you would be surprise how many people get in some trouble and it is on their records. They are getting paid by the boards. Background checks are a necessity.”

Chairman Wayne Ardoin stated, “Mr. Bellard you would be in favor on doing background checks on people that are already on the board.”

Parish President Jessie Bellard stated, “Of course if they are re-applying, background checks are a necessity. Just because they are on the board does not mean they did not do something wrong in their time.”

Chairman Wayne Ardoin stated, “I think we are a very small community here Mr. Bellard if someone has violated the law we would know about it.”

Parish President Jessie Bellard stated, “Every year we have to run the driver’s license on all the employees to make sure they don’t have any issues and in the course of that sometimes you can catch some things, you would be surprised.”

Administrative Finance Chairman Harold Taylor asked, “So what is your pleasure Mr. Chairman, you want to send it to full council or no?”

Parish President Jessie Bellard stated, “Mr. Chairman, we have a booklet Mr. Marks and I are working on that will be given to every board member whether they get appointed or re-appointed and they can read what their job is so there is no question on they did not know that had to have an audit. They will receive a booklet and everyone will have the same booklet to follow. That is one of the things we are working on right now.”

Chairman Wayne Ardoin stated, “Then if they do violate the law they would have a report of it then right?”

Parish President Jessie Bellard stated, “That’s right.”

Administrative Finance Chairman Harold Taylor asked, “So you want to wait Mr. Chairman?”

Chairman Wayne Ardoin stated, “Yes I will wait.”

Councilman Alvin Stelly stated, “When will those booklets be ready Mr. Bellard because I have some that are coming up for reappointment.”

Parish President Jessie Bellard stated, “We are shooting for January 1, 2025.”

Councilman Alvin Stelly stated, “The applications have to be in before January 1st correct? We would need the booklet before that.”

Parish President Jessie Bellard stated, “We are tweaking it and we will bring it to the council for the council to approve it. Once the council approves it then that is the booklet we will give out to every board member and it will lay out everything that is required the steps to do the audit, the steps to do all the financials and everything else. It will answer many questions for them. Even if they get appointed we can always give them a copy of the booklet after you pass it.”

Chairman Wayne Ardoin stated, “Mr. Chairman, I think what Mr. Stelly is concern about like those gentlemen that came tonight from Fire District No. 7, do everyone have to come now to the Council and say I would like to get re-appointed. I thought it was just for new appointments for people to come introduce themselves instead of our members that are on the drainage boards and fire districts like tonight. A couple of them asked why we have to come back over here.”

Parish President Jessie Bellard stated, “I am not sure but I want to say it was for every board member though right.”

Chairman Wayne Ardoin stated, “That is what you are talking about right Mr. Stelly?”

Councilman Alvin Stelly stated, “Yes.”

Chairman Wayne Ardoin stated, “Why do they have to come over here and take time off some of them are farmers and say I am Joe Blow I would like to get reappointed.”

Administrative Finance Chairman Harold Taylor stated, “We are getting off the agenda here now gentlemen.”

Chairman Wayne Ardoin stated, “Mr. Alvin was asking something and that is why I intervene because he did not understand exactly what we was talking about.”

Administrative Finance Chairman Harold Taylor stated, “So you ok now Mr. Alvin?”

Councilman Alvin Stelly stated, “No, I still do not know what the legal is?”

Legal Counsel Garrett Duplechain stated, “Our council clerk provided a copy of that Ordinance to everyone last time and that Ordinance says that anytime someone applies to be on a board or commission that have to schedule an appearance before the council at a council meeting. If they want to apply or re-apply, they have to schedule an appearance to go before the council at a council meeting. The thing to keep in mind anytime the council passes an ordinance that is a law. You can repeal an Ordinance, amend an Ordinance, but once you make something into an Ordinance it is a law so there are somethings that are not an Ordinance that you have flexibility with but there are other things, which are in an Ordinance, and it is a law. It says that when a person applies to be on a commission or board they have to schedule an appearance before the Council before the Council makes a decision to appoint them or re-appoint them to a board of commission.”

Chairman Wayne Ardoin stated, “Mr. Alvin what you are asking is for reappointment that they do not have to come back correct?”

Councilman Alvin Stelly stated, “Last night I went to a meeting and a lady said that this Ordinance was pulled. I said no I don’t believe was it pulled no it was not pulled right?”

Legal Counsel Garrett Duplechain stated, “No it was not pulled our council clerk provided a copy to both to me and everyone.”

Councilman Alvin Stelly stated, “I said if it was pulled I sure do not know nothing about it.”

Chairman Wayne Ardoin stated, “Would like to amend the Ordinance that we have so that the reappointments would not have to come to the meeting.”

Councilman Alvin Stelly stated, “Yes correct.”

Administrative Finance Chairman Harold Taylor asked, “Mr. Chairman if you want to do an Ordinance, have the lawyer draw it up and present it to our full council meeting and vote on a month later.”

7. Forward to Full Council RESOLUTION NO. 020-2024.

A motion was made by Councilman Dexter Brown, seconded by Councilman Ken Marks to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 020-2024.*

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 020-2024

WHEREAS, Title 2 of the Louisiana Revised Statutes of 1950 provides that cities, towns, parishes, and other political subdivisions of this State may separately or jointly acquire, establish, construct, expand, own, lease, control, equip, improve, maintain, operate, regulate, and police airports and landing fields for the use of aircraft; and,

WHEREAS, Title 2 of the Louisiana Revised Statutes of 1950 provides that cities, towns, parishes, and other political subdivisions of this State may separately or jointly acquire, establish, construct, expand, own, lease, control, equip, improve, maintain, operate, regulate, and police airports and landing fields for the use of aircraft; and,

WHEREAS, the State of Louisiana, Department of Transportation and Development, Division of Aviation (formerly the LA DOTD-OAPT) is charged by Title 2 with the responsibility for the development of aviation facilities within the State to foster air commerce and to safeguard the interests of those engaged in all phases of the aviation industry and of the general public; and,

WHEREAS, the St. Landry Parish Government hereinafter referred to as "Sponsor", has completed an FAA and DOTD approved Master Plan, Action Plan, and/or Airport Layout Plan which outlines the specific future development of the St. Landry Parish Airport; and, the sponsor is desirous of implementing a portion of the approved Plan recommendations which provide for the critically needed improvements as stated below to substantially improve the safety and usability of the Airport, but does not have sufficient funds of its own required for completing the needed improvements; and,

WHEREAS, the LA DOTD, Division of Aviation, is authorized by Title 2 to expend funds for the construction or enlargement of airports for the safety and advancement of aeronautics;

NOW, THEREFORE, BE IT RESOLVED:

SECTION I

That the St. Landry Parish Government, hereinafter referred to as "Sponsor" does hereby formally request that the LA DOTD, Division of Aviation provide funds required to complete the airport improvements at the St. Landry Parish Airport specifically as

described in the Six (6) year Capital Improvement Program Application for State Financial Assistance which is dated August 1, 2024 and which commences in the year 2025.

SECTION II

That the said LA DOTD, Division of Aviation be and is hereby assured that all necessary servitudes, rights-of-way, rights of ingress and egress and means thereof will be furnished by the Sponsor and the titles thereto will be valid and indefeasible, and that the Sponsor will assume ownership, financial reporting, and complete responsibility for the maintenance and upkeep of the airport after completion of said improvement.

SECTION III

That the Sponsor will save and hold the said LA DOTD, Division of Aviation, its officers, agents, and employees harmless from any liability or claim for damages arising out of the project, including death or injuries to third parties including, but not limited to, liability or claim for damages out of the negligence of said LA DOTD, Division of Aviation, its officers, agents, or employees, and expressly agrees to defend any suit of any nature brought against the DOTD Division of Aviation as a result of this project.

SECTION IV

That the President of the Sponsor be and is hereby authorized and directed to evidence this agreement by affixing his signature at the place provided therefore on this resolution and on subsequent related documents/agreements as required by the rules and regulations of the Federal Aviation Administration and the State of Louisiana and the Clerk is hereby authorized to attest said execution.

SECTION V

That this resolution shall be in full force and effect from and after its adoption.

8. Forward to Full Council RESOLUTION No. 021-2024.

A motion was made by Councilman Faltery Jolivette, seconded by Councilman Ken Marks to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 021-2024.*

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 021-2024

WHEREAS, the St. Landry Government, the Federal Aviation Administration (FAA), and Louisiana Department of Transportation & Development (LA-DOTD) have determined it to be in their mutual interest to facilitate the development of the herein described project at the St. Landry Parish Airport, to wit:

PARKING APRON – NORTH HALF – DESIGN - NPE

WHEREAS, the estimated total cost of the Project is \$25,100 and the Federal Aviation Administration (FAA) agrees to participate in the project cost up to the maximum amount of ninety percent (90%) or \$22,590 and the Louisiana Department of Transportation and Development (LA-DOTD) agrees to participate in the Project cost up to the maximum amount of ten percent (10%) or \$2,510 of the estimated total cost of the project; and

WHEREAS, both parties now wish to formalize the arrangement on the Louisiana Airport Construction and Development Priority Program Airport Grant Application Form for Funding Year 2025.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. St. Landry Parish Government confirms its desire to enter into an agreement with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation and Development (LA-DOTD); and
2. Project amounts will be as follows:
 - a. Federal Aviation Administration (FAA): 90% or \$22,590
 - b. Louisiana Department of Transportation and Development (LA-DOTD): 10% or \$2,510
3. Jessie Bellard, Parish President, is herein specifically authorized to enter into and sign such documents as may be necessary, including future modifications, time extensions, and project scope changes with the Louisiana Department of Transportation and Development.

9. Forward to Full Council RESOLUTION No. 022-2024.

A motion was made by Councilman Ernest Blanchard, seconded by Councilman Faltery Jolivette to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 022-2024*.

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 022-2024

WHEREAS, the St. Landry Government, the Federal Aviation Administration (FAA), and Louisiana Department of Transportation & Development (LA-DOTD) have determined it to be in their mutual interest to facilitate the development of the herein described project at the St. Landry Parish Airport, to wit:

NEW HANGAR - DESIGN & CONSTRUCTION - 2025 BIL

WHEREAS, the estimated total cost of the Project is \$298,885 and the Federal Aviation Administration (FAA) agrees to participate in the project cost up to the maximum amount of ninety percent (90%) or \$268,997 and the Louisiana Department of Transportation and Development (LA-DOTD) agrees to participate in the Project cost up to the maximum amount of ten percent (10%) or \$29,888 of the estimated total cost of the project; and

WHEREAS, both parties now wish to formalize the arrangement on the Louisiana Airport Construction and Development Priority Program Airport Grant Application Form for Funding Year 2025.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. St. Landry Parish Government confirms its desire to enter into an agreement with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation and Development (LA-DOTD); and
2. Project amounts will be as follows:
 - a. Federal Aviation Administration (FAA): 90% or \$268,997
 - b. Louisiana Department of Transportation and Development (LA-DOTD): 10% or \$29,888
3. Jessie Bellard, Parish President, is herein specifically authorized to enter into and sign such documents as may be necessary, including future modifications, time extensions, and project scope changes with the Louisiana Department of Transportation and Development.

10. Forward to Full Council RESOLUTION No. 023-2024.

A motion was made by Councilman Ernest Blanchard, seconded by Councilman Dexter Brown to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 023-2024*.

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 023-2024

WHEREAS, the St. Landry Government, the Federal Aviation Administration (FAA), and Louisiana Department of Transportation & Development (LA-DOTD) have determined it to be in their mutual interest to facilitate the development of the herein described project at the St. Landry Parish Airport, to wit:

PARKING APRON – NORTH HALF – CONSTRUCTION - NPE

WHEREAS, the estimated total cost of the Project is \$285,988 and the Federal Aviation Administration (FAA) agrees to participate in the project cost up to the maximum amount of ninety percent (90%) or \$257,389 and the Louisiana Department of Transportation and

Development (LA-DOTD) agrees to participate in the Project cost up to the maximum amount of ten percent (10%) or \$28,599 of the estimated total cost of the project; and

WHEREAS, both parties now wish to formalize the arrangement on the Louisiana Airport Construction and Development Priority Program Airport Grant Application Form for Funding Year 2025.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. St. Landry Parish Government confirms its desire to enter into an agreement with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation and Development (LA-DOTD); and
2. Project amounts will be as follows:
 - a. Federal Aviation Administration (FAA): 90% or \$257,389
 - b. Louisiana Department of Transportation and Development (LA-DOTD): 10% or \$28,599
3. Jessie Bellard, Parish President, is herein specifically authorized to enter into and sign such documents as may be necessary, including future modifications, time extensions, and project scope changes with the Louisiana Department of Transportation and Development.

11. Forward to Full Council RESOLUTION NO. 024-2024.

A motion was made by Councilman Ken Marks, seconded by Councilman Ernest Blanchard to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 024-2024*.

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 024-2024

WHEREAS, the St. Landry Government, the Federal Aviation Administration (FAA), and Louisiana Department of Transportation & Development (LA-DOTD) have determined it to be in their mutual interest to facilitate the development of the herein described project at the St. Landry Parish Airport, to wit:

NEW HANGAR - DESIGN & CONSTRUCTION -2026 BIL

WHEREAS, the estimated total cost of the Project is \$280,685 and the Federal Aviation Administration (FAA) agrees to participate in the project cost up to the maximum amount of ninety percent (90%) or \$252,617 and the Louisiana Department of Transportation and Development (LA-DOTD) agrees to participate in the Project cost up to the maximum amount of ten percent (10%) or \$28,068 of the estimated total cost of the project; and

WHEREAS, both parties now wish to formalize the arrangement on the Louisiana Airport Construction and Development Priority Program Airport Grant Application Form for Funding Year 2025.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. St. Landry Parish Government confirms its desire to enter into an agreement with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation and Development (LA-DOTD); and
2. Project amounts will be as follows:
 - a. Federal Aviation Administration (FAA): 90% or \$252,617
 - b. Louisiana Department of Transportation and Development (LA- DOTD): 10% or \$28,068
3. Jessie Bellard, Parish President, is herein specifically authorized to enter into and sign such documents as may be necessary, including future modifications, time extensions, and project scope changes with the Louisiana Department of Transportation and Development.

12. Forward to Full Council RESOLUTION No. 025-2024.

A motion was made by Councilman Ernest Blanchard, seconded by Councilman Dexter Brown to forward to Regular Meeting held on *Wednesday October 16th, 2024* to Adopt *Resolution No. 025-2024*.

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion forwarded.

RESOLUTION NO. 025-2024

WHEREAS, the St. Landry Government, the Federal Aviation Administration (FAA), and Louisiana Department of Transportation & Development (LA-DOTD) have determined it to be in their mutual interest to facilitate the development of the herein described project at the St. Landry Parish Airport, to wit:

OBSTRUCTION REMOVAL – RUNWAY 18-36 – PHASE 2 - CONSTRUCTION

WHEREAS, the estimated total cost of the Project is \$1,202,450 and the Federal Aviation Administration (FAA) agrees to participate in the project cost up to the maximum amount of ninety percent (90%) or \$1,082,205 and the Louisiana Department of Transportation and Development (LA-DOTD) agrees to participate in the Project cost up to the maximum amount of ten percent (10%) or \$120,245 of the estimated total cost of the project; and

WHEREAS, both parties now wish to formalize the arrangement on the Louisiana Airport Construction and Development Priority Program Airport Grant Application Form for Funding Year 2025.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. St. Landry Parish Government confirms its desire to enter into an agreement with the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation and Development (LA-DOTD); and
2. Project amounts will be as follows:
 - a. Federal Aviation Administration (FAA): 90% or \$1,082,205
 - b. Louisiana Department of Transportation and Development (LA-DOTD): 10% or \$120,245
3. Jessie Bellard, Parish President, is herein specifically authorized to enter into and sign such documents as may be necessary, including future modifications, time extensions, and project scope changes with the Louisiana Department of Transportation and Development.

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

Administrative Finance Chairman Harold Taylor stated, “Mr. Bellard we had a side bar here Mr. Jolivette has a question on the construction part of these aviation grants?”

Councilman Faltery Jolivette asked, “Mr. President are there any liabilities to us, are these grants 100%?”

Parish President Jessie Bellard stated, “They are all paid through the federal and state, whatever the federal do not pay the state pays.”

Councilman Faltery Jolivette asked, “So we do not have to come out of pocket?”

Parish President Jessie Bellard stated, “No sir.”

Councilman Faltery Jolivette stated, “Thank you.”

14. Adjourn.

A motion was made by Councilman Faltery Jolivette, seconded by Councilman Ken Marks to adjourn the Administrative/Finance Committee Meeting.

On roll call vote: YEAS: Nancy Carriere, Faltery Jolivette, Ken Marks, Dexter Brown and Ernest Blanchard. **NAYS:** None. **ABSENT:** None. **ABSTAINED:** None.

Motion carried

**I HEREBY CERTIFY THE FOREGOING TO BE EXACT AND TRUE
SHERELL JORDAN, COUNCIL CLERK
KAREN BARLOW, ASSISTANT COUNCIL CLERK**