

April 23, 2020

## “NOTICE TO THE PUBLIC”

Following the Declaration of Public Health Emergency, La RS 29:766, by the Governor of the State of Louisiana, John Bel Edwards, and pursuant to Proclamations 27-JBE-2020, the Parish President for Terrebonne Parish, Gordon E. Dove, have declared a State of Emergency within Terrebonne Parish.

As per the attached Certification by Council Chairman Steve Trosclair, and in accordance with Section 4 of Louisiana Executive Proclamation Number JBE 2020-30 of March 16, 2020 and the Parish President's Executive Order on Public Meetings signed March 23, 2020 at 4:50 p.m. and recorded in the Public Record on March 25, 2020 at COB 2600, page 585, Entry No. 1600720, the Terrebonne Parish Council meeting scheduled for Wednesday, April 29, 2020 at 6:00 p.m. shall be conducted via Zoom tele/video virtual conference and shall be live streamed on Terrebonne Parish Council's Facebook page. There is no physical meeting location. The meeting is being conducted in by this method in order to protect the health, safety, & welfare of the public.

This meeting will not include video of the Council sitting in the Council meeting room. Council Members, Administration, and their staff will participate remotely. Dependent upon on a participant's account settings, you may or may not be able to actually see a participant.

### 1. Facebook

The Public may view the meeting over live video stream on the Terrebonne Parish Council's Facebook page. The public can access the page by searching for “Terrebonne Parish Council” or by typing this link into your browser: <https://www.facebook.com/Terrebonne-Parish-Council-368815619869936/>.

**The Facebook page will be used for viewing purposes only. The comments section will be disabled.**

Public wishing to address the Council will be administered through Zoom.us. Instructions are below.

### 2. Listening to the Meeting via Zoom

The Public may view, listen and call into the meeting through Zoom webinar or teleconference. **Unless you follow instructions in part 3 below, you will not be able to address the Council during this meeting.**

#### A. View the Meeting from a PC, Mac, Android, or iPhone device.

1. Enter this link into your browser to join the webinar:  
[https://zoom.us/webinar/register/WN\\_snadZSREQuiMz\\_WG3VcPg](https://zoom.us/webinar/register/WN_snadZSREQuiMz_WG3VcPg)
2. When prompted, enter your name and email address.
3. Click “Join” or “Join Webinar.”
4. The meeting should automatically download and launch.

#### B. Listen to the Meeting from any mobile or wired touchtone telephone.

1. Dial 1-312-626-6799 or 1-929-205-6099 or 1-253-215-8782
2. When prompted, enter the **Webinar ID 947 4687 1698 Password: 297665**.
3. Callers should enter their legal name in the chat box in order to be recognized. Anonymous callers will not be recognized.

### 3. Public Addressing the Council

Individuals “Wishing to Address the Council” will have to fill out a speaker card and email the card to [council@tpcg.org](mailto:council@tpcg.org). A speaker card is attached to this Notice. As always, Public Comment is allowed only on an item listed on the agenda. To prevent participation in the meeting by anonymous or fictitious individuals, you are required to include your name, telephone number, and email address on the card. You are also required to sign and

date your speaker card at the bottom. If you do not have printing and/or scanning technology, your typed name will suffice for an electronic signature.

**Speaker cards will be accepted until 12:00 p.m. (Noon) CST on Tuesday, April 28, 2020. Any cards submitted after the deadline will not be accepted. Speaker cards submitted without the required information and signature will not be accepted.**

When the Council staff receives your speaker card in compliance with these instructions, you will be sent an electronic invitation to join the meeting. For this reason, you will need to include a valid email address on your speaker card. **Any cards submitted without a valid email address will not be accepted.**

Individuals who have submitted a speaker card in accordance with this notice by 12:00 p.m. (Noon) Tuesday, April 28, 2020 may need to sign into a Zoom account to participate. To sign up for a free account, go to <https://zoom.us/signup>. To sign into your Zoom account, go to <https://zoom.us/signin>.

Each individual addressing the Council shall be limited to 1.5 minutes (1 minute and 30 seconds).

4. This meeting will be the second time the Terrebonne Parish Council uses webinar conferencing technology to conduct a public meeting. While every effort is being made to conduct a smooth and inclusive public meeting during this time of emergency, please understand that technology may not always be reliable, whether due to human error or technical error. Please offer your patience and understanding while the Council launches and improves this new way of connecting to the people of Terrebonne Parish.



**CERTIFICATION IN ACCORDANCE WITH SECTION 4 OF LOUISIANA  
EXECUTIVE PROCLAMATION NUMBER JBE 2020-30 OF MARCH 16, 2020**

I, **Steve Trosclair**, am the Chairman of the Terrebonne Parish Council for the Terrebonne Parish Consolidated Government, and I do hereby certify as follows:

1. The Terrebonne Parish Council has scheduled a Council meeting for Wednesday, April 29, 2020 at 6:00 p.m.
2. The agenda for that Council meeting has been published in accordance with law.
3. I am familiar with the Declaration of Public Health Emergency issued by Louisiana Governor John Bel Edwards on March 11, 2020 and the parish-wide declaration of public emergency issued by Terrebonne Parish President Gordon E. Dove on March 12, 2020, in response to spread of novel corona virus into the state of Louisiana; and
4. I have read and am familiar with Proclamation Number JBE 2020-30 dated March 16, 2020 by Louisiana Governor John Bel Edwards which, in part, authorizes a local political subdivision to hold public meetings via teleconference or videoconference during this state of emergency in the event a written certification is issued "that it will otherwise be unable to operate due to quorum requirements."
5. I have read and am familiar with Terrebonne Parish President Gordon E. Dove's Executive Order on Public Meetings issued March 23, 2020, which suspends the two day notice requirement for Terrebonne Parish Council meetings and authorizes the Council to conduct meetings in accordance with Louisiana Proclamation Number JBE 2020-30, Section 4 should the Terrebonne Parish Council be unable to obtain a quorum for meeting in person.
6. I have also read and am familiar with Governor Edwards's Proclamation Number 33 JBE 2020 dated March 22, 2020, which orders the citizens of Louisiana to "stay home" except for conducting essential tasks.
7. In light of these orders, I have corresponded via email and telephone with all members of the Terrebonne Parish Council.
8. Of the nine members of the Terrebonne Parish Council, nine members have advised that they are unable to attend in person the Terrebonne Parish Council meeting scheduled for Wednesday, April 29, 2020 at 6:00 p.m.
9. Of the nine members of the Terrebonne Parish Council, nine members have advised me that they ARE available to attend that meeting via teleconference or video conference.
10. Therefore, the Terrebonne Parish Council will be unable, due to quorum requirements, to operate for the meeting scheduled for Wednesday, April 29, 2020 at 6:00 p.m. unless the meeting is held via teleconference or video conference.
11. Therefore, in accordance with Section 4 of Louisiana Executive Order JBE 2020-30, and in accordance with Parish President Dove's Executive Order on Public Meetings dated March 23, 2020, I certify that the meeting of the Terrebonne Parish Council scheduled for Wednesday, April 29, 2020 at 6:00 p.m. shall be conducted via teleconference or video conference and notice shall be published accordingly.
12. The Terrebonne Parish Council does, hereby, adopt a policy to conduct its proceedings via teleconference in compliance with Governor Edwards' Public Health Declaration dated March 11, 2020 and Proclamation Number JBE 2020-30 dated March 16, 2020 until the termination of the public

health emergency declaration and stay at home order. This policy being ratified at its meeting of April 29, 2020.

Certified to be true and correct  
on this 22th day of April 2020.



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Steve Trosclair, Chairman  
Terrebonne Parish Council





**PARISH COUNCIL**  
**PARISH OF TERREBONNE**

Steve Trosclair  
CHAIRMAN

Suzette Thomas,  
COUNCIL CLERK

Darrin  
Guidry, Sr.  
VICE-  
CHAIRMAN



DISTRICT 1  
John Navy

DISTRICT 2  
Carl

Harding

DISTRICT 3  
Gerald

Michel

DISTRICT 4  
John

Amedee

VIA FACEBOOK, TERREBONNE PARISH COUNCIL WEBSITE  
VIA ZOOM TELECONFERENCE

**AGENDA**

Wednesday, April 29, 2020  
6:00 PM

DISTRICT 5  
Jessica Domangue  
DISTRICT 6  
Darrin Guidry  
DISTRICT 7  
Daniel Babin  
DISTRICT 8  
Dirk Guidry  
DISTRICT 9  
Steve Trosclair

In accordance with the Americans with Disabilities Act, if you need  
special assistance, please contact Suzette Thomas, Council Clerk, at  
(985) 873-6519 describing the assistance that is necessary.

NOTICE TO THE PUBLIC: Individuals wishing to make comments should refer to the attached Public Notice Item 3 entitled "Public Addressing the Council" (dated April 23, 2020) and the attached speaker card. Speaker cards will be accepted until 12:00 p.m. (Noon) on Tuesday, April 28, 2020. Speaker cards submitted after the deadline or without the required information and the individual's signature will not be accepted. Thank you.

**ALL CELL PHONES, PAGERS AND ELECTRONIC DEVICES USED FOR  
COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING**

**CALL MEETING TO ORDER**

**ROLL CALL**

**APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON  
MARCH 25, 2020.**

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON  
APRIL 15, 2020.**

**ACCOUNTS PAYABLE BILL LISTS FOR 4/20/2020 and 4/27/2020**

**MANUAL CHECK LISTING- March 2020**

**1. GENERAL BUSINESS:**

- A. Consider a motion to ratify and accept into the minutes, as a public record, the following signed certification and adopt a policy to conduct its proceedings via teleconference in compliance with Governor John Bel Edwards's Public Health Declaration dated March 11, 2020 and Proclamation Number JBE 2020-30 dated March 16, 2020 until the termination of the public health emergency declaration and stay at home order.
- B. **RESOLUTION:** Providing approval of Amendment No. 7 to the Engineering Agreement for Parish Project No. 15-LEV-27, Six Foot Ditch Levee Improvements, Terrebonne Parish, Louisiana.
- C. **RESOLUTION:** Providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm of GIS Coastal Design & Engineering to provide engineering services for the Ashland Landfill Road Extension Project, and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.
- D. **RESOLUTION:** Authorizing the execution of Change Order No. 3 to the Construction Agreement for Parish Project No. 19-LANDFILL-31; Ashland Solid Waste Facility Rehabilitation Project, Terrebonne Parish, Louisiana.
- E. **RESOLUTION:** Awarding and authorizing the signing of a Construction Contract to the firm of Hard Rock Construction, LLC, for Parish Project No. 18-BRG-52, Industrial Boulevard Bridge Replacement, Terrebonne Parish,



Louisiana, and authorizing the issuance of the Notice to Proceed to commence construction of said Project.

- F. **RESOLUTION:** Authorizing the Terrebonne Parish Consolidated Government (TPCG) to prepare and submit a pre-application to the Statewide Flood Control Program for assistance in the implementation of the Dularge West (D-18) Pump Station Replacement Project for the purpose of reducing existing flood damages; providing for the necessary documentation of said flood damages; and providing for other related matters in connection therewith.
- G. **RESOLUTION:** Authorizing the execution of Change Order No. 12 for the Construction Agreement for Parish Project No. 97-PAV-21, State Project No. H.007351, Country Drive Widening Phase A, Terrebonne Parish, Louisiana.
- H. **RESOLUTION:** Authorizing the Department of Utilities to enter into a contract with Sol Construction, LLC for the Parish Project No. 19-ELECTGEN-42 Hurricane Barry FEMA/HMGP Diesel Plant Roof Replacement.
- I. **RESOLUTION:** Approval of Amendment No. 2 to Engineering Agreement for Parish Project No. 18-SEW-07, South Wastewater Treatment Plant Levee Elevation at Cell 1 and Headworks Upgrade, GIS Engineering, LLC.
- J. **RESOLUTION:** Authorizing the Parish President to execute all necessary documents to submit an application for FY 2020 Supplemental Funding to the Administration for Children and Families for the Head Start Program in Terrebonne Parish.
- K. **RESOLUTION:** Authorizing the Parish President to sign a Grant Agreement between Terrebonne Parish Consolidated Government and U.S. Department of Housing & Urban Development.
- L. **RESOLUTION:** Obligating the necessary funding under the FEMA funded Terrebonne Parish Traditional Hazard Mitigation Grant Program/Hurricane Gustav, Project No 1786-109-0006 to complete the elevation of 110 Jane Street, Chauvin.
- M. **RESOLUTION:** Authorizing Parish President Gordon Dove to enter into a Cooperative Endeavor Agreement with Options for Independence for the purpose of redeveloping 507 Madison Street to provide affordable housing.
- N. **RESOLUTION:** Giving Notice of Intent to adopt an ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for Acadian Pointe Subdivision, Phase B into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses and calling a public hearing on said matter on Wednesday, May 13, 2020 at 6:30 p.m.
- O. **RESOLUTION:** Transferring Community Development Block Grant Funds within Terrebonne Parish Gustav/Ike Disaster Recovery Plan to enable project closeout.
- P. **RESOLUTION:** Approving the contract with Everbridge Mass Notification System for the Terrebonne Office of Homeland Security and Emergency Preparedness.
- Q. **RESOLUTION:** Authorizing the Parish President to enter into a Cooperative Endeavor Agreement with the Office of Community Development Disaster Recovery Unit to accept \$2,850,000 and implement the Buyout/Optional Homeowner Assistance program.
- R. **RESOLUTION:** Concurring with the recommendation of Parish Administration to award Project No 20-RDS-11 2020 Asphalt Street Project to the lowest qualified bidder, Barriere Construction, Co. LLC.
- S. Consider the introduction of an ordinance to amend the 2020 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters.

- I. Houma Downtown Development-\$109,824
- II. Houma Downtown Marina, \$4,325

and calling a public hearing on said matter on May 13 at 6:30 p.m.



- T. Consider the introduction of an ordinance to authorize the Parish President to accept and execute on behalf of the Terrebonne Parish Consolidated Government, as grantee, a Right of Use Agreement to secure parking adjacent to the East Park Fire Station for voters of those polling precincts during elections, and calling a public hearing on Wednesday, May 13, 2020 at 6:30 p.m.
- U. Discussion and possible action relative to establishing a "Stay Safe Recovery Advisory Committee" and a policy regarding wearing face masks in public places.
- V. Consider the introduction of an ordinance to authorize the Parish President to accept and execute on the behalf of the Terrebonne Parish Consolidated Government as Grantee, a servitude and right-of-way agreement to provide for electric/utility services to Acadian Pointe Subdivision, Phase B, Terrebonne Parish, LA and to address other matters relative thereto, and call a public hearing on said matter on Wednesday, May 13, 2020 at 6:30 p.m.

**6:30 O'CLOCK P.M. - PUBLIC HEARINGS RELATIVE TO:**

- A. An ordinance to amend Ordinance No. 4384 to add Section 16 of the Parish Personnel Manual to provide additional benefits to Parish employees granted under the Family First Corona Virus Response Act ("FFCRA").
  - 1. Consider adoption of the ordinance.
- B. An ordinance to authorize a surface lease with the Louisiana Land & Exploration Company LLC for a tract of land bounding the site of the Houma Generating Station and a permit for an electric transmission line therein situated.
  - 1. Consider adoption of the ordinance.
- C. An ordinance to amend the 2020 Adopted Operating Budget, 5-Year Capital Outlay Budget, and Budgeted Positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters.
  - I. Child Advocacy Group-\$25,000
  - II. Valhi Drainage Improvements, \$127,000
  - III. Animal Shelter, \$2,500
  - IV. Houma Downtown Marina, \$1,980
  - V. Houma Fire Department, \$15,000
  - VI. Water Management Program, \$250,000
  - VII. Government Tower Generator Project, \$46,770
  - /III. Terrebonne Juvenile Detention, \$17,240
  - IX. Government Buildings-Water Life Museum, \$3,017
  - X. Houma Police Department, \$2,709
  - XI. Utilities, (\$69,300)
  - a. delete full time Utilities Administrator
  - I. GIS Mapping System, \$58,672
    - a. Add full time GIS Manager.
  - 1. Consider adoption of the ordinance.
- D. An ordinance to dedicate and accept the maintenance/operation of the streets, drainage servitudes, gas, and rights-of-way for "Belmont Place;" energize and accept the street lights and to incorporate "Independence Drive" and "Clearwater Lane" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.
  - 1. Consider adoption of the ordinance.

2. **STREET LIGHTS:**

- A. Light installations, removals, and/or activations:

3. **MONTHLY ENGINEERING REPORTS:**

- A. Providence Engineering &Design, LLC

4. **ADJOURN**





## Parish of Terrebonne COUNCIL MEETING SPEAKER CARD

Meeting Date: **Wednesday, April 29, 2020**

Complete this card before 12 p.m. (noon) on **Tuesday, April 28, 2020.**

Provide the following information before submitting a speaker card:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Affiliated Organization/Business: \_\_\_\_\_

Select the item you wish to address the Council regarding:

☐ Approval of Minutes

☐ Approval of Accounts Payable Bill Lists

☐ Approval of Manual Check Lists

☐ Item under General Business

☐ Item under Staff Reports

☐ 6:30 p.m. Public Hearing

☐ Street Lights

☐ Monthly Engineering Reports

Provide item number/topic from the council meeting agenda:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify that I am the person submitting this speaker card and this information is true and correct to the best of my knowledge and ability.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return the completed form to the council clerk by email to [council@tpcg.org](mailto:council@tpcg.org) or fax to (985) 873-6521. If you do not have access to either of these options, contact the Council Clerk's Office at (985) 873-6519. **Unsigned speaker cards will not be accepted.**

Disclaimer: Agenda subject to change. For more information, visit [tpcg.org](http://tpcg.org).

Mailing address:  
TERREBONNE PARISH COUNCIL  
P.O. Box 2768  
Houma, LA 70361



Phone: (985) 873-6520  
Fax: (985) 873-6521  
Email: [council@tpcg.org](mailto:council@tpcg.org)  
Website: [tpcg.org](http://tpcg.org)  
Facebook: Terrebonne Parish Council