

MINUTES

SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION BOARD OF COMMISSIONERS MEETING

Thursday, June 22, 2006

A regular meeting of the Board of Commissioners for South Central Planning and Development Commission was called to order at approximately 10:30 a.m. on Thursday, June 22, 2006, at Hymel's Restaurant, Convent, Louisiana.

Chairman C. Randolph called the meeting to order and requested roll call. Members present or represented by proxy were K. Torres representing M. Triche, B. Warren representing C. James, W. Reed, C. Randolph, M. Atzenhoffer, K. Kraemer representing C. Caillouet, T. Vial representing A. Laque, M. Henderson representing D. Vial, C. Farlough, A. Tatje, D. Hymel, E. Aubert, J. Chenier representing H. Jones, D. Schwab and A. Williams. Members absent were D. Jupiter, R. Champagne, J. Bouziga, D. Hilaire, N. Monica, H. Bourgeois, T. Poche and J. Palmisano. Staff members present were K. Belanger, M. Menuet, and J. Boudreaux. Guests in attendance were: William Steib, Phil Schexnayder and Clay Breaud of GSE, Henry Frye and Joe Delaune of the State Fire Marshall, Joan Louque of St. James Parish, Marney Stein of St. Charles Parish, and Randy Noel of the State Building Code Council,

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It was moved by D. Schwab, seconded by T. Vial to approve the minutes of April 13, 2006. Motion carried.

It was moved by E. Aubert, seconded by D. Schwab to approve the minutes of the Management Committee of June 9, 2006. Motion carried.

Mr. Belanger discussed the financial statement ending May 31, 2006 and reviewed the balance sheet.

It was moved by M. Atzenhoffer, seconded by K. Kraemer to approve the financial statement ending May 31, 2006. Motion carried.

Mr. Schwab introduced and welcomed Ms. Arlanda Williams who was recently appointed by the Terrebonne Parish Council to replace Wayne Thibodeaux on the SCPDC Board of Commissioners.

Mr. Belanger reviewed the adjustments to the FY 2006 budget.

It was moved by D. Schwab, seconded by D. Hymel to approve the FY 2006 budget adjustments. Motion carried.

It was moved by M. Atzenhoffer, seconded by W. Reed to adopt the resolution accepting the System Survey and Compliance Questionnaire. Motion carried.

Mr. Belanger explained to the Board that SCPDC's auditor informed the agency that the Commission needed to adopt a resolution setting the minimum bid price for the sale of

the surplus equipment. He also stated that if any of the member parishes had a need for the equipment that the agency could donate it to them.

It was moved by K. Torres, seconded by E. Aubert to adopt the resolution setting the minimum bid price on the sale of surplus equipment at \$1.00.

There was discussion regarding the date and time of the bid opening. It was concluded that the bids should be opened on July 21st at 10:00 a.m.

It was moved by M. Atzenhoffer, seconded by D. Schwab that the motion be amended to include that the bids would be opened on July 21st at 10:00 a.m. Motion carried.

Mr. Belanger presented a resolution for the board's consideration which certifies that the RLF is consistent with the current regional economic adjustment strategy, operated in accordance with plan procedures and that all loan portfolios meet plan standards.

It was moved by M. Atzenhoffer, seconded by E. Aubert to adopt the resolution certifying the RLF. Motion carried.

K. Belanger presented two resolutions giving him the authority to enter into contracts for the Metropolitan Planning for FY 2007.

It was moved by K. Torres, seconded by T. Vial to adopt both resolutions for transit funds and the continuing planning phase. Motion carried.

K. Belanger discussed the proposals submitted by both the Tri-Parish Times and the Houma Courier for official journal services. The Tri Parish Times proposal was for \$3.83 per block of 100 words and the Courier's proposal was for \$5.50 per square of 100 words. Mr. Belanger stated that his concern is that the Tri-Parish Times is only published once per week. He stated that solicitations for requests for qualification, job advertisements and other information that needed to reach a large number of people would still be advertised in the Courier but the Tri-Parish times should suffice in the publication of minutes and meeting notices for the agency. He provided a letter from the Tri-Parish Times which states that they meet the qualifications of each requirement to be able to serve as the official journal. Ms. Randolph pointed out that the Courier also posts the advertisements on their web site for no additional charge. Mr. Atzenhoffer recommended posting the minutes on the agency's web site.

It was moved by D. Schwab, seconded by M. Atzenhoffer to approve the Tri Parish Times to serve as the official journal for SCPDC. Motion carried.

Discussion ensued on the proposed amendment to the Personnel Policies to make changes regarding the use of sick leave time. The proposed changes were to (1) require a doctor's excuse for illnesses of two days or more which was previously three days or more; and (2) require that a doctor's excuse be provided if an employee misses the day before or after a holiday.

It was moved by T. Vial, seconded by E. Aubert to approve the proposed amendments to the personnel policies. Motion carried.

Mr. Belanger gave a brief update on the status of the N/S Interstate Corridor EIS.

Mr. Belanger presented a power point presentation to the Board on the proposed regional building code compliance initiative.

After much discussion, it was moved by M. Atzenhoffer, seconded by T. Vial to authorize a resolution to give Mr. Belanger the authority to move forward with pursuing this matter.

It was moved by M. Atzenhoffer, seconded by K. Kraemer to amend the motion to include that a draft copy of the presentation be provided. Motion carried.

Mr. Gordon recommended putting a copy of the draft presentation on the SCPDC web site.

No action was taken on the agency activity report.

There being no further business to discuss, it was moved by K. Torres, seconded by W. Reed to adjourn. Motion carried.

As duly authorized officers of South Central Planning and Development Commission, Board of Commissioners, we do hereby certify that the above and foregoing is the official version of the minutes of the meeting of the Board of Commissioners held on June 22, 2006.

Charlotte Randolph, Chairman
South Central Planning & Development Commission

Dale J. Hymel, Secretary/Treasurer
South Central Planning & Development Commission