

MINUTES
WEST BATON ROUGE PARISH COUNCIL
REGULAR MEETING
GOVERNMENT BUILDING
880 North Alexander Avenue, Port Allen
Thursday, December 12, 2024
5:30 PM

The Following Minutes Are Summarized For Brevity, For Precise Meeting Information Please Refer To Meeting Audio Or Video.

1. CALL MEETING TO ORDER & REQUEST ALL ELECTRONIC DEVICES BE SILENCED

A Regular Meeting of the West Baton Rouge Parish Council was held on Thursday, December 12, 2024 and called to order at 05:29 PM. Council Chairman Carey Denstel asked that all electronic devices be placed on silent.

2. OPENING PRAYER

Councilman Atley Walker Jr. led everyone in an opening prayer.

3. PLEDGE OF ALLEGIANCE

Chairman Denstel recognized Councilman Daryl "Turf" Babin who led everyone in the Pledge of Allegiance.

4. LOG ATTENDANCE

The following members were recorded as being present: Mrs. Katherine Andre, Messrs. Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Gary Joseph.

Also present were, Mr. Jason Manola, Parish President, Mr. Phillip Bourgoyne, Executive Assistant, Mr. Chance Stephens, Director of Finance, Mr. Brandon Bourgoyne, Director of Public Works, Ms. Kristen Canezaro, Special Legal Counsel, and Mrs. Michelle Tullier, Council Clerk.

5. MINUTES APPROVAL

- A. Approval of Minutes from The Regular Council Meeting of November 14, 2024.**
A motion was made by Council Member Brady Hotard, seconded by Council Member Kenneth Gordon to approve the Minutes from The Regular Council Meeting of November 14, 2024.
- The vote was recorded as follows:
YEAS: 9 (Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Katherine Andre, Gary Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN:0 (None)
As a result of the votes, the motion Passed.

6. CONSIDER ANY AMENDMENTS TO THE AGENDA

There were no items to consider at this time.

7. PARISH PRESIDENT’S REPORT

Parish President Jason Manola was recognized and covered the following items:
Update on Water Sector Grant Application;
Met recently with Waste Pro;
Met recently with the Governor in reference to Keep West Baton Rouge Beautiful and Keep Louisiana Beautiful;
Courthouse Safety Taskforce.
Mr. Brandon Bourgoyne, gave a brief update on the La1/415 connect project.

8. PUBLIC COMMENTS

There were no comments from the public at this time.

9. COMMUNICATIONS WITH COUNCIL MEMBERS AND/OR ELECTED OR APPOINTED OFFICIALS

- A. Annual Report from the WBR Chamber of Commerce Director Ms. Anna Johnson.**
Ms. Anna Johnson, Director of the WBR Chamber of Commerce, was recognized and

gave an overview of the past year, along with what is expected for the Parish during the next few years. She concluded by thanking the Council and Administration for their help and support throughout the year.

- B. Consider approving the following items as scrap/surplus:**
Engine 36- 2008 Spartan (VIN# 4S7HT2D968C063000)
DC 600-2005 Chevy Tahoe (VIN# 1GNEK13ZX5R199827)
W&G 2014 Dodge Ram 3500 (VIN#3C7WRSCJ9EG223448) 23696
Tag#2527 2013 Dodge Ram 1500 (VIN#1C6RR7KP3DS602585)
Tag#3070 2014 Dodge Caravan (VIN#2C4RDGBG0ER100482)
A motion was made by Council Member Kirk Allain, seconded by Council Member Alan Crowe to approve the following items as scrap/surplus:
Engine 36- 2008 Spartan (VIN# 4S7HT2D968C063000)
DC 600-2005 Chevy Tahoe (VIN# 1GNEK13ZX5R199827)
W&G 2014 Dodge Ram 3500 (VIN#3C7WRSCJ9EG223448) 23696
Tag#2527 2013 Dodge Ram 1500 (VIN#1C6RR7KP3DS602585)
Tag#3070 2014 Dodge Caravan (VIN#2C4RDGBG0ER100482).

The vote was recorded as follows:
YEAS: 9 (Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Katherine Andre, Gary Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN:0 (None)
As a result of the votes, the motion Passed.

10. PUBLIC HEARING ON PREVIOUSLY INTRODUCED ORDINANCES

- A. An Ordinance Adopting An Operating Budgets Of Revenues And Expenditures For WBR Parish Council For The Fiscal Year Beginning January 1, 2025 And Ending December 31, 2025, For The 2025 Budgets, Capital Road Program, Fire Protection District No. 1 And Five Year Capital Expenditure Budget (Including The Department Of Utilities) As Reviewed At The 2025 Budget Meetings Of October 29, 2024 & October 30, 2024.**

The Chairman opened a public hearing for the purpose of receiving comment regarding the aforementioned item.
No public comments for or against said ordinance were presented. No written protests opposing the ordinance were received. The Council Chairman at this point declared the Public Hearing closed.
There were no questions from the Council in regard to the 2025 proposed Budget.

A motion was made by Council Member Kirk Allain, seconded by Council Member Brady Hotard to approve An Ordinance Adopting An Operating Budgets Of Revenues And Expenditures For WBR Parish Council For The Fiscal Year Beginning January 1, 2025 And Ending December 31, 2025, For The 2025 Budgets, Capital Road Program, Fire Protection District No. 1 And Five Year Capital Expenditure Budget (Including The Department Of Utilities) As Reviewed At The 2025 Budget Meetings Of October 29, 2024 & October 30, 2024.

The vote was recorded as follows:
YEAS: 9 (Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Katherine Andre, Gary Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN:0 (None)
As a result of the votes, the motion Passed.
Ordinance 41 of 2024 can be found at the end of these minutes.

11. INTRODUCTION OF ORDINANCES

Mrs. Tullier, Council Clerk read by title the below proposed ordinance/s being introduced and publicized by title, and considered for adoption following a public hearing as specified below, at 5:30 pm in the Council Chambers, located at 880 North Alexander Avenue, Port Allen, La.:

- A. An Ordinance To Amend And Reenact The West Baton Rouge Parish Code Of Ordinances, Part III ("Unified Development Code"), Chapter 106 (Site Planning) Article V (Yard/Setback, Open Space And Common Area Requirements), Sections 106-124, 125, and 126 Updating Fencing Requirements for Certain Zones. Public Hearing**

Date: January 9, 2025

- B. An Ordinance To Amend And Re-enact Chapter 62 Personnel, Rules And Regulations, Article VIII Leave, Sec. 62-99 Family and Medical Leave, Of The Compiled Ordinances Of The Parish Of West Baton Rouge, Louisiana For Revisions/Additions To The Employee Handbook. Public Hearing Date: January 9, 2025**
- C. An Ordinance To Comply With The Resolution Passed On February 8, 2024, By The West Baton Rouge Parish Counsel, A Copy Of Which Was Recorded February 9, 2024 Under Instrument Number 2024- 00000336 In The Conveyance Records Of West Baton Rough Parish, As Provided. Public Hearing Date: January 9, 2025**

12. CONSIDER STATUS REPORT, CHANGE ORDER AND/OR OTHER MATTERS AS REQUIRED ON CURRENT PROJECTS

There were no items to consider at this time.

13. RESOLUTIONS

A. A Resolution Adopting the Proposed 2025 West Baton Rouge Parish Government Meeting Schedule

A motion was made by Councilmember Alan Crowe, seconded by Councilmember Katherine Andre to approve A Resolution Adopting the Proposed 2025 West Baton Rouge Parish Government Meeting Schedule A motion was made by Council Member Alan Crowe, seconded by Council Member Katherine Andre to approve A Resolution Adopting the Proposed 2025 West Baton Rouge Parish Government Meeting Schedule.

The vote was recorded as follows:

YEAS: 9 (Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Katherine Andre, Gary Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN:0 (None)

As a result of the votes, the motion Passed.

Resolution 33 of 2024 can be found at the end of these minutes.

B. Resolution To Clarify Meetings Of WBR Parish Board Of Adjustments (BOA) Shall Be Scheduled On An As Needed Basis

A motion was made by Council Member Kirk Allain, seconded by Council Member Daryl "Turf" Babin to approve A Resolution To Clarify that Meetings Of WBR Parish Board Of Adjustments (BOA) Shall Be Scheduled On An As Needed Basis.

The vote was recorded as follows:

YEAS: 9 (Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Katherine Andre, Gary Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN:0 (None)

As a result of the votes, the motion Passed.

Resolution 34 of 2024 can be found at the end of these minutes.

C. Resolution Of Annual Certification Of Compliance With The State Of Louisiana Off-System Bridge Replacement Program

A motion was made by Council Member Alan Crowe, seconded by Council Member Brady Hotard to approve A Resolution Of Annual Certification Of Compliance With The State Of Louisiana Off-System Bridge Replacement Program.

The vote was recorded as follows:

YEAS: 9 (Kirk Allain, Daryl "Turf" Babin, Atley Walker, Brady Hotard, Kenneth Gordon, Carey Denstel, Alan Crowe, Katherine Andre, Gary Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN:0 (None)

As a result of the votes, the motion Passed.

Resolution 35 of 2024 can be found at the end of these minutes.

14. **CONSIDER SUBDIVISION PLATS, CONDEMNATIONS, WAIVERS AND MATTERS RELATED THERETO**

There were no items to consider at this time.

15. **APPOINTMENTS**

A. **WEST BATON ROUGE BOARD OF ADJUSTMENTS - Consider the Re-Appointment of Steve Jones with term ending September 24, 2029 (tabled from last meeting)**

There were no other nominations for the aforementioned seat, therefore Mr. Steve Jones was re-appointed by acclamation to a new term ending September 24, 2029.

B. **WEST BATON ROUGE CONVENTION AND VISITORS BUREAU BOARD - Consider the Re-Appointment of Ash Patel and Andrea Norman with terms ending December 31, 2028.**

With there being no objections and no other nominations, the aforementioned members will be re-appointed by acclamation to serve terms ending December 31, 2028.

16. **CORRESPONDENCE REPORT**

Correspondence Report from Council Clerk, Mrs. Michelle Tullier included the following items:

- Next Planning & Zoning Meeting Tuesday, January 7, 2025 at 5:30pm;
- Next Parish Council Meeting Thursday, January 9, 2025 at 5:30pm.

17. **ADJOURN**

There being no further business, a motion to adjourn was made by Council Member Kirk Allain and was adopted by acclamation at 06:09 PM.



Carey Denstel, Chairman



Michelle Z. Tullier, Council Clerk

ALL MEETING INFORMATION INCLUDING MINUTES AND VIDEOS CAN BE FOUND ON OUR WEBSITE WBRPARISH.ORG UNDER THE AGENDA AND MINUTES TAB.

ORDINANCE 41 OF 2024

As Introduced by the West Baton Rouge Parish Council
At the Regular Meeting of November 14, 2024
And Adopted on December 12, 2024

An Ordinance Adopting An Operating Budgets Of Revenues And Expenditures For WBR Parish Council For The Fiscal Year Beginning January 1, 2025 And Ending December 31, 2025, For The 2025 Budgets, Capital Road Program, Fire Protection District No. 1 And Five Year Capital Expenditure Budget (Including The Department Of Utilities) As Reviewed At The 2025 Budget Meetings Of October 29, 2024 & October 30, 2024.

BE IT ORDAINED by the Council of the Parish of West Baton Rouge, Louisiana, in Regular Session convened that:

SECTION 1: The detailed estimate of revenues by departments for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby adopted to serve as an operating budget of revenues for the Parish during said period.

SECTION 2: The detailed estimate of expenditures by departments for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby adopted to serve as an operating budget of expenditures for the Parish during said period.

SECTION 3: The adoption of this operating budget of revenues and expenditures is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

SECTION 4: Amounts are available for expenditures only to the extent included within said budgets for this period.

NOW THEREFORE BE IT ORDAINED by the Parish Council of the Parish of West Baton Rouge, Louisiana, that this ordinance shall become effective pursuant to Section 2-12 (C) of the Home Rule Charter.

NOW THEREFORE BE IT FURTHER ORDAINED by the West Baton Rouge Parish Council that all other ordinances or parts of ordinances in conflict herewith are hereby repealed in their entirety

NOW THEREFORE BE IT FURTHER ORDAINED by the Parish Council of the Parish of West Baton Rouge, Louisiana, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or application of this ordinance which can be given effect without the invalid provisions, items or applications of this ordinance are hereby declared severable.

THE FOREGOING ORDINANCE AFTER PUBLIC HEARING WAS CONSIDERED, AND UPON MOTION BY COUNCIL MEMBER KIRK ALLAIN, WHICH WAS SECONDED BY COUNCIL MEMBER BRADY HOTARD, AND A VOTE BEING TAKEN, THE FOLLOWING RESULT WAS HAD:

YEAS: 9 (MRS. ANDRE, MESSRS. ALLAIN, HOTARD, WALKER, BABIN, DENSTEL, CROWE, GORDON, JOSEPH)

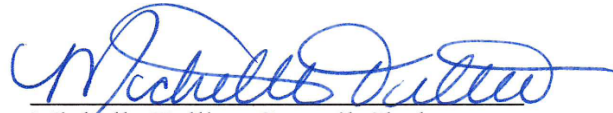
NAYS: 0 (NONE)

ABSTAIN: 0 (NONE)

ABSENT: 0 (NONE)

WHEREUPON the ordinance was declared adopted on the **12th Day of December, 2024.**

ATTEST:


Michelle Tullier, Council Clerk

RESOLUTION 33 OF 2024

**A Resolution Adopting the Proposed 2025 West Baton Rouge Parish
Government Meeting Schedule**

WHEREAS, pursuant to the Open Meetings Act, the Council is adopting an annual meeting schedule,
AND

WHEREAS, the proposed schedule provides for regular meetings to occur with starting times of 5:30 p.m. on the second and fourth Thursday of each month with exceptions provided for when a meeting would fall on a Parish, religious or cultural holiday or Election Day or another event; **AND**

WHEREAS, notwithstanding any other provision of this resolution, any regular meeting of the Council may be set, canceled or rescheduled to a different date, time or location by motion duly adopted by the affirmative votes of at least five members of the Parish Council or by any other manner as provided by law. The date, time and location of any meeting set or rescheduled to a different date, time or location shall be noticed and posted in the manner provided by law; **AND**

WHEREAS, this resolution shall supersede and render null and void the provisions of any prior resolution to the extent such provisions are inconsistent with the provisions of this resolution. The resolution shall become effective upon adoption of this resolution.

NOW THEREFORE BE IT RESOLVED that the West Baton Rouge Parish Council does hereby adopt the 2025 Meeting Schedule attached.

The Foregoing Resolution Was Considered, And, After Public Discussion, A Motion To Approve Was Made By Council Member Alan Crowe Which Was Seconded By Council Member Katherine Andre.

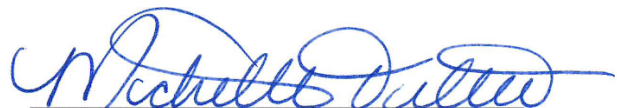
The resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 9 (Mrs. Andre, Messrs. Crowe, Allain, Babin, Denstel, Hotard, Gordon, Joseph)

NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN: 0 (None)
AND the resolution was declared adopted on this 12th Day of December, 2024.

CERTIFICATE

I, Michelle Tullier, Council Clerk of the West Baton Rouge Parish Council do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by said body at its Regular Meeting of December 12, 2024 at which meeting a majority of the members were present and voting.


Michelle Tullier, Council Clerk

RESOLUTION 34 OF 2024

Resolution To Clarify Meetings Of WBR Parish Board Of Adjustments (BOA) Shall Be
Scheduled On An As Needed Basis

WHEREAS, a quorum of the West Baton Rouge Parish Council was present on this date for a properly advertised, regular meeting;

WHEREAS, the Council finds that it is in the best interest of the Parish, its employees, citizens and taxpayers to implement a policy and procedure, to approve the West Baton Rouge Parish Board of Adjustments to have meetings on an as needed basis.

NOW, THEREFORE, BE IT RESOLVED:

- 1. The Council wishes to establish the BOA will only meet on an as needed basis.
- 2. Meetings will be scheduled and advertised per Parish and State Law.
- 3. The BOA will conduct all meetings at the WBR Parish Council Chambers unless otherwise specified.
- 4. To the extent that prior resolutions or acts of this Council conflict with this Resolution those prior resolutions and actions are superseded by this Resolution.

THE FOREGOING RESOLUTION WAS CONSIDERED, AND, AFTER PUBLIC DISCUSSION, A MOTION TO APPROVE WAS MADE BY COUNCIL MEMBER KATHERINE ANDRE, WHICH WAS SECONDED BY COUNCIL MEMBER DARYL "TURF" BABIN.

THE RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

YEAS: 9 (MRS. ANDRE, MESSRS. BABIN, ALLAIN, WALKER, DENSTEL, CROWE, HOTARD, GORDON, JOSEPH)

NAYS: 0 (NONE)

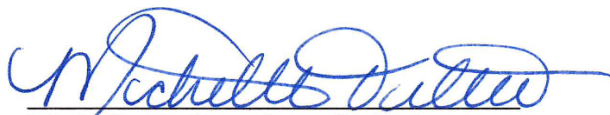
ABSTAIN: 0 (NONE)

ABSENT: 0 (NONE)

AND the resolution was declared adopted on this 12th Day of December, 2024.

CERTIFICATE

I, Michelle Tullier, Council Clerk of the West Baton Rouge Parish Council do hereby certify that the above and foregoing is true and correct copy of a resolution adopted by said body at its Regular Meeting of December 12, 2024 at which meeting a majority of the members were present and voting.



Michelle Tullier, Council Clerk

RESOLUTION 35 OF 2024
RESOLUTION OF ANNUAL CERTIFICATION OF COMPLIANCE
WITH THE STATE OF LOUISIANA
OFF-SYSTEM BRIDGE REPLACEMENT PROGRAM

WHEREAS, the code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads will be inspected, rated for safety load capacity and posted in accordance with the National Bridge Inspection Standards and that an inventory of these bridges is maintained by each State; and

WHEREAS, the responsibility to inspect, rate and load post those bridges under the authority of West Baton Rouge Parish in accordance with those Standards is delegated by the Louisiana Department of Transportation & Development to West Baton Rouge Parish.

THEREFORE, BE IT RESOLVED by the governing authority of West Baton Rouge Parish (herein referred to as the Parish) that the Parish in Regular Meeting assembled does hereby certify to the Louisiana Department of Transportation & Development (herein referred to as the DOTD) that for the period September 30, 2024 through October 1, 2025:

1. The Parish shall perform all interim inspections on all Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards;
2. All bridges owned or maintained by the Parish will be structurally analyzed and rated by the Parish as to the safe load capacity in accordance with AASHTO Manual for Maintenance Inspection of Bridges. The load posting information that has been determined by the Louisiana DOTD for bridges where the maximum legal load under Louisiana State Law determined above has been critically reviewed by the Parish. Load posting information has been updated by the Parish to reflect all structural changes, any obsolete structural ratings or any missing structural ratings;
3. All Parish owned or maintained bridges which require load posting or closing are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standards Manual Directive No. 1.I. 1.8. All DOTD supplied load posting information concerning a bridge will be critically reviewed by the Parish Engineer prior to load posting;
4. All bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Corrections to data supplied to the Parish by the LA. DOTD are noted.
5. All bridges owned and maintained by the Parish are accessible to DOTD for all routine bridge inspections. The Parish will clear vegetation as required upon DOTD requests.

These stipulations are prerequisite to participation by the Parish in the Off-System Bridge Replacement Program.

The Above Resolution Has Been Considered, Upon Motion By Council Member Alan Crowe , Which Was Seconded By Council Member Brady Hotard , And A Vote Being Taken, The Following Result Was Had:

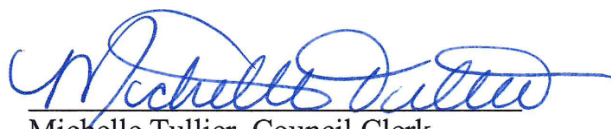
The Resolution Having Been Submitted To A Vote, The Vote Thereon Was As Follows:

YEAS: 9 (Mrs. Andre. Messrs. Crowe, Walker, Hotard, Babin, Walker, Denstel, Gordon, Joseph)
NAYS: 0 (None)
ABSENT: 0 (None)
ABSTAIN: 0 (None)

As a result of the votes the resolution was adopted on this **12th Day of December, 2024.**

CERTIFICATE

I, Michelle Tullier, Council Clerk of the West Baton Rouge Parish Council do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by said body at its Regular Meeting of December 12, 2024 at which meeting a majority of the members were present and voting.



Michelle Tullier, Council Clerk