ST. HELENA PARISH POLICE JURY
REGULAR SESSION
6:00 P.M., NOVEMBER 10, 2026
AGENDA

Public Comment: Request Forms to be submitted prior to or at the beginning of the meeting.
Invocation / Pledge
Roll Call

Jule Charles Wascom
Quanika H. Muse
Warren McCray, Jr.
Ryan Byrd
Doug Watson

AGENDA:

Call to Order
Roll Call
Approval of Minutes from last meeting, October 13 & November 4, 2026

Old Business
1. None

New Business:

1. **Fire Protection District 4 Board of Commissioners:**
    a. Discussion and possible action regarding EMS services for St. Helena Parish.

2. **Capital Outlay Projects: Contract Awards, Pay Applications, Professional Services Invoices, and Change Orders:**
    a. Motion to approve Brunt Construction, Inc. Pay Application No. 9 for the St. Helena Parish Audubon Regional Library project i/a/o $127,660.17

    b. Motion to approve the following Holly & Smith Architects invoices for professional services associated with the St. Helena Parish Library Restart Project:
        i. Invoice No. 10-$7,530.63
        ii. Invoice No. 11 - $5,349.63
        iii. Invoice No. 12 - $4,526.61
        iv. Invoice No. 13 - 3,703.59

    c. Motion to approve the following PD Consulting, LLC invoices for professional services:
        i. Invoice No. 040-024 LWI Little Natalbany Project: $3,547.50
        ii. Invoice No. 037-020 - RCIP Charlie Overton Park Building Renovations – $2,657.50
        iii. Invoice No. 039-020 – RCIP OMV Relocation – $2,632.50
        iv. Invoice No. 038-020 – RCIP Sheriff Administration Electrical Upgrades – $2,055.00

    d. Motion to approve the following H. Davis Cole & Associates, LLC invoices for professional services:
        i. Invoice No. 0002– Disaster Project - St. Helena Parish Safe Room – $24,269.77
        ii. Invoice No. 0006 – RCIP- Charlie Overton Park – $1,682.50

e. Motion to approve Change Order No. 2 for the St. Helena Parish Audubon Regional Library Project, as submitted by Holly & Smith Architects, reflecting a contract deduction of $2,246.43, resulting in a revised contract sum of $1,954,689.12, with authorization for the Police Jury President to execute the necessary documents
s

f. accept the recommendation of H. Davis Cole & Associates, LLC and award the construction contract for the Renovations to Charlie Overton Park Community Center Project (RCIP) to Alliance Construction and Remodeling, LLC, in the amount of $297,000.00, and adopt a resolution thereon, with authorization for the Police Jury President to execute the necessary contract documents

3. **Roads & Bridges: DOTD Programs and Resolutions:**
   a. Motion to adopt a resolution certifying the St. Helena Parish Police Jury's compliance with the Louisiana Department of Transportation and Development (DOTD) requirements for the Off-System Bridge Replacement Program for the period January 1, 2027, through December 31, 2027

4. **Contracts & Agreements**
   a. Motion to approve the engagement agreement with FBAC, LLC for GASB 75 actuarial valuation and related financial reporting services for December 31, 2026, and 2027, at an annual professional fee of $2,750.00, and authorize the President sign the agreement

   b. Motion to approve and authorize execution of the FY 2025–2026 Louisiana Local Government Assistance Program (LGAP) contract between the Louisiana Division of Administration and the St. Helena Parish Police Jury in the amount of $42,500.00 for rehabilitation/renovation of governmental buildings, and authorize Police Jury President Quanika H. Muse to execute the contract and any necessary related documents

5. **Personnel Matters:**
   a. Motion to approve additional compensation for Angelica Robertson for RBM work order responsibilities and other duties performed outside the scope of her regular position as Accounting Manager/Benefits Clerk, including payment of thirty (30) documented overtime hours at one and one-half (1½) times her regular rate of pay, and authorization of compensation at one and one-half (1½) times her regular rate for documented overtime hours worked performing RBM duties going forward; payable from RBM Fund
   b. Motion to terminate Craig Ricard, from his position as Rd. District 4 Laborer, effective immediately
   c. Motion to hire Jamal Lee as District 4 Laborer at $14.00 per hr., effective upon passing drug screen, physical, and background check
   d. Motion to terminate Dana Harris from her position as RBM Secretary, effective immediately
   e. Motion to terminate Ronny Harris from his position as District 6 Road Supervisor, effective immediately

6. **Registrar of Voters: Keyecho Muse, Registrar:**
    a. Notification regarding student worker internship placement in the St. Helena Parish Registrar of Voters Office through DEMCO, at no cost or financial obligation to the St. Helena Parish Police Jury. (Informational Only – No Action Required)

7. **Sibley & Newell, CPA**:
    a. Motion to acknowledge receipt of monthly Budget-to-Actual Comparison and Financial Reports received for review, as prepared by Sibley & Newell, CPA

8. **Administration Department: Sharonda Brown, Secretary-Treasurer**
    a. Motion to acknowledge receipt and review of the disbursement register, including checks, ACH payments, electronic fund transfers (EFTs), credit card payments, and other authorized disbursements processed since the last regular meeting

9. P**urchasing Agent: Special Event Permits, Alcohol Beverage Permits, Requisitions, Accruable Benefits, and Fuelman Reports:**
    a. Motion to approve Special Event Permit application from Lashel Dyson for Christmas Party to be held on December 5, 2026, at 222 Trailride Ln, Greensburg, La 70441. All required documentation has been received
    b. Motion to approve the 2027 Alcohol Beverage Permits for businesses currently in compliance, as identified on the attached 2027 Alcohol Beverage Permit Compliance List.
    c. Motion to approve requisitions
    d. Motion to approve employees accruable benefits report
    e. Motion to approve Fuelman report

FYI:

- The deadline for submitting items for November 24, 2026, meeting is 12:00 pm on Monday, November 16, 2026; must be submitted in writing on agenda item request form
- December 2026 Meeting Dates and Agenda Submission Deadlines**:** As a reminder, the Police Jury meetings for December are scheduled for December 8 and December 15, 2026. The deadline for submitting agenda items is 12:00 noon on Monday, November 30, 2026, for the December 8 meeting, and 12:00 noon on Monday, December 7, 2026, for the December 15 meeting. All agenda items must be submitted in writing using the required Agenda Item Request Form.

.

Adjournment