**TOWN OF ADDIS MINUTES**

**REGULAR MEETING – AUGUST 7, 2019**

The regular meeting of the Mayor and Town Council for the Town of Addis was called to order by Mayor David Toups at 6:00 p.m. on Wednesday, August 7, 2019. The Pledge to the Flag was led by Mr. Oscar Boudreaux.

**ROLL CALL**

Present: Mayor David Toups; Councilors Wilson Cazes, Tate Acosta, Kevin LeBlanc, Rusty Parrish, Rhonda Kelley.

Absent: None

**MINUTES**

The minutes of the regular meeting of July 3, 2019 were approved on a motion by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

The minutes of the special meeting of July 11, 2019 were approved on a motion by Councilor Acosta; seconded by Councilor Kelley and adopted unanimously.

**ADDITIONS TO AGENDA**

The following items were added to the agenda on a motion by Councilor Cazes; seconded by Councilor Acosta and adopted unanimously.

* Executive Session for Personnel
* Friendship Acres Minor Subdivision.

**PUBLIC COMMENTS**

A complaint was made by a member of the audience concerning the condition of his neighbor’s property. Mayor Toups advised that a letter will be sent to the homeowner regarding their property and further action will be taken if no improvements are made within the allocated time period.

**CORRESPONDENCE**

Mayor Toups advised that the Oldies But Goodies Fest will be held on Saturday and Sunday, September 14th and 15th. There will be a bar-b-que cook off and several bands playing throughout the two days.

**HIGHWAY GRASS CUTTING**

A motion authorizing Mayor Toups to advertise for 2019-2020 Highway 1 Grass Cutting Bids was made by Councilor Acosta; seconded by Councilor Parrish and adopted unanimously.

**OSCAR BOUDREAUX, ENVIRONMENTAL ENGINEERING SERVICES (EES)**

**YMCA BERNHARDT FORCE MAIN**: Change Order No. 2 in the amount of $9,253.53 for the YMCA Bernhardt Force Main project, was approved on a motion by Councilor Parrish; seconded by Councilor Cazes and adopted unanimously. He further advised that this money will come from the LDEQ/SRF Loan. A copy of the Change Order is attached to and made a part of these minutes.

**LDEQ/SRF LOAN PROJECTS:** Mr. Boudreaux provided the following project updates.

1. Addis Place Sewer Rehabilitation – EES Project No. 1332. This project is complete and operational.
2. Acadian Crossing/Bernhardt Force Main – EES Project No. 1626. This project is complete and operational.
3. Bernhardt Pump Station Upgrade – EES Project No. 1607. This project is complete and operational.
4. YMCA Force Main – EES Project No. 1627. The contractor is waiting on the Mississippi River to drop. Work is currently on hold. We anticipate late August for work to begin.

**TOWN FUNDED PROJECTS:**

1. Sugarmill Parkway Upgrade – EES Project No. 1808. Bids were received on March 26, 2019. Notice to proceed and construction contracts are complete. Awaiting water in Mississippi River to drop. The Contractor to start work on curb and gutter the second week in August, 2019.
2. Drainage – The consulting engineer GSE completed his work on the Lousteau Property.

**MONTHLY REPORTS**

**Parish Council:** Mr. Kirk Allain, representative of the Parish reported that the new water well is almost complete and plans for the lines for Phase I from North Line Road to the West St. Frances Street water tower expected to be complete by May 2020. Phase II will be from West St. Francis Street to Sugar Mill in Addis, and Phase III will be from Sugar Mill to the Addis Water Tower. No firm projected date for completion of the project has been set.

**Police Report:** The monthly police report, given by Chief Anderson, included 117 traffic citations written; there were 28 misdemeanor arrests; 37 felony arrests; and 4 vehicle crashes. The Misdemeanor Arrests were disturbances; one theft; and 25 Narcotics. The felony arrests were 37 Narcotics.

**Public Works:** Mr. Phil Smith reported:

1. Two tons of cold mix were used in potholes in Sugar Mill and around town.
2. The new truck was delivered and outfitted.
3. A new rotary cutter was ordered under state contract.
4. Low hanging tree branches were trimmed.
5. The injection pump and injectors have been replaced on the Case backhoe.
6. All remaining sand from the bagging locations has been trucked to the Sewer Plant.

Mayor Toups advised that the Town and Sewer Department workers were out during the recent storm, and the office was manned by some of the Office staff. He thanked everyone for their efforts in getting the Town ready for the storm.

**Sewer:** Phil reported 44 residential and commercial equipment calls; 22 lift station equipment calls for a total of 66 calls; and 150 LA One Call tickets completed and 7 new construction tie-in inspections for a total of 157 ‘other service’ calls.

He further advised that the Sugar Mill 1 pump station had both main circuit breakers fail. There was one spare at the plant and ordered three new ones. One to replace the other failed breaker and two spares.

The Hurricane Preparation Plan was activated for Barry with standby pumps and generators at all pump stations. There were no major issues from the storm.

**Planning and Zoning Commission:**

1. **Application for Home Occupation – Kayla Breaux:** A Home Occupation request was made by Ms. Kayla Breaux for a Cake Decorating business in her home. Mayor Toups advised that Ms. Breaux’s request for the Home Occupation was approved by the Planning & Zoning Commission. Her request was approved by the Town Council on a motion by Councilor Acosta, seconded by Councilor LeBlanc and adopted unanimously. Mrs. Breaux was advised to come to the Town Hall office to get her license.
2. **Application for Variance – Lousteau Property – Mr. Bo Booty:** Mr. Bo James Booty approached the Council with the request for a variance on the Lousteau property for a reduction in footage amounts for front, from 25’ to 20’, and back from 20’ to 15’ setback lines. This request applies only to Lots 17-39 which are located at the rear of the subdivision. Following a discussion, a motion was made by Councilor LeBlanc; seconded by Councilor Kelley to agree with the recommendation of the Planning & Zoning Commission and deny the variance request on the Lousteau property as stated above. The motion was adopted unanimously.
3. **Mobile Home Variance Request – Mr. Tom Shephard:** Mayor Toups advised that Mr. Tom Shephard was not at the meeting to present his request, so no action was taken.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

None

**INTRODUCTION OF ORDINANCES**

None

**COMMITTEE REPORTS**

**Finance:**

1. A motion was made by Councilor Parrish; seconded by Councilor Kelley to pay bills found in order. The motion was adopted unanimously.
2. Mayor Toups advised that the monthly budget to actual reports were provided to each Council member and asked that they be reviewed.

**Police:** Chief Anderson advised that Officer Christian Beard resigned as of August 6th which leaves one vacancy in his department which he would like to fill.

**Personnel:** Mayor Toups advised that an Executive Session will be held later in the meeting.

**Sewer:** None

**Drainage:** None

**Buildings:**

1. Mayor Toups advised that he had met with members of the Historical Society. They are planning to have new cabinets made to display the quilt which was donated to the Town by ladies of a Quilting Group who made the quilt. They will also have new cabinets made to display old uniforms and other items which will help to preserve these items. The Historical Society have gotten a quote from Mr. Terry Granier, who lives in Addis and has done a lot of work for the Plaquemine Museum, in the amount of $4,060.00 to make and install the cabinets, and were asking if the Town would be in favor of paying for these improvements from the amount of money budgeted for the Museum. It was the request of the Council that the Historical Society obtain two more quotes for these cabinets, and bring them back to the Council for their final decision.
2. Councilor LeBlanc advised that the Building Committee met. During their discussions, it was decided that an inspection should be made on the building prior to the start of any renovations. The Committee is ready to move on with plans. Following a discussion, a motion was made by Councilor LeBlanc; seconded by Councilor Acosta to go ahead with the design phase for the renovations of the Town Hall. The motion was adopted unanimously.

**Streets and Roads:** Councilor Kelley asked that consideration be given to adding four-way stop areas in West River Subdivision. Following a discussion, a motion was made by Councilor Kelley to put two sets of stop signs at the intersections of Una and Amelia Streets with both Eudora and Myrle Streets, making these areas Four-Way Stop areas. The motion was seconded by Councilor Acosta and approved unanimously

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss Personnel was made by Councilor Acosta; secnoded by Councilor Kelley and adopted unanimously. At 7:16 p.m., a motion to return to Regular Session was made by Councilor Acosta, seconded by Councilor LeBlanc and adopted unanimously. Mayor Toups advised that a personnel matter was discussed in Executive Session.

**FRIENDSHIP ACRES SUBDIVISION**

A discussion was held on the development of Friendship Acres Subdivision. Following the discussion, a motion was made by Councilor Acosta; seconded by Councilor Cazes to put a moratorium on the issuance of building permits and sewer connections in Friendship Acres Subdivision until the subdivision is brought into compliance with the Town of Addis Code of Ordinances and the stop order on the building permit already issued stays in effect until that time as well. The motion was adopted unanimously.

**ADJOURN**

The meeting was adjourned at 7:28 p.m. on a motion by Councilor Parrish, 2nd by Councilor LeBlanc and adopted.

/s/ Jade V. Simpson\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /s/ David H. Toups \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jade V. Simpson, Town Clerk David H. Toups, Mayor