TOWN OF ADDIS MINUTES

FEBRUARY 3, 2021 – REGULAR MEETING

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, February 3, 2021 at the Addis Municipal Center. The Pledge to the flag was led by Mr. Chris Guerin.

**ROLL CALL**

Present: Mayor Toups; Councilors Rusty Parrish, Bliss Bernard, Rhonda Kelley, Kevin LeBlanc, Ray Lejeune Sr.

Absent: None

**MINUTES:**

The minutes of the January 6, 2021 regular meeting were approved on a motion by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**ADDITIONS TO AGENDA**

A motion to amend the agenda to discuss/address traffic issues on Bird Heights was made by Councilor Lejeune; seconded by Councilor Kelley and adopted unanimously.

**PUBLIC COMMENTS**

Mr. Bo Booty, engineer overseeing the development of the new Cane Ridge subdivision requested to be added to the agenda for final plat approval. The Council felt that adding this to the agenda would not provide adequate time to review the plat and address any issues or concerns; therefore, his request was denied.

**CORRESPONDENCE**

Mayor Toups informed everyone that the Addis VFW and American Legion Post 160 is hosting a flag retirement ceremony and gumbo cookoff on Saturday, February 20th, 2021 at 8 a.m. till complete. The event will be held at Myhand Fire Station located on Laws Road in Addis. They are encouraging everyone to attend and observe.

**OLD BUSINESS**

**Trailer Abatement**: Mayor Toups advised that the trailer located at 5037 Myrle Drive was abated by a contractor that was hired by the family. The Town now has to ensure that the family properly maintains the grass.

**NEW BUSINESS**

**WBRP Assessor, Mr. Chris Guerin:** The new West Baton Rouge Assessor, Mr. Chris Guerin introduced himself to the Council. He presented a report and gave an overview of what duties his office performs. Mayor Toups and the Council thanked Mr. Guerin for attending the meeting and for the information he provided.

**Acceptance & Opening of Bids – 2021 Remote Controlled Tracked Slope Mower:** Mayor Toups called for bids from the audience/public three times. Town Attorney, Mr. Larpenteur opened the one and only sealed bid, which was received on Wednesday, February 3rd at 11:06 a.m. from Crawler Supply located in Port Allen, LA in the amount of $44,361. After brief review, Public Works Director, Phil Smith, asked that the bid be taken under advisement for further review as the bid and specifications didn’t seem to meet all requirements. A motion approving Mr. Smith’s request was made by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.

**Evangeline Specialties – Highway Flags Replacement Quote:** The Council reviewed a quote from Evangeline Specialties for the replacement of the American flags and posts that are installed along Highway 1 throughout the year for certain holidays. A motion approving the quote from Evangeline Specialties in the amount of $4,160.05 for replacement flags and posts was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

**Alcohol Permit – Cutting On Edge (Hair Salon/Barbershop):** The Council reviewed the Alcohol Permit for Cutting On Edge (Hair Salon/Barbershop) located in Benedetto’s shopping center. It was noted that they will not be selling alcohol, but would like the opportunity to distribute/serve an alcoholic beverage to each client. A motion approving the Alcohol Permit for Cutting On Edge salon to distribute/serve alcohol to its clients was made by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.

**Bird Heights Traffic Issues:** The council reviewed a letter that was submitted from a concerned citizen regarding continuous speeding and traffic safety on Bird Heights. In the letter, she noted that the police department does an excellent job and she does not expect an officer to stay on Bird Heights around the clock, but they are asking the Council to help get the issues under control. Police Chief, Ricky Anderson advised that he is aware of the issues and deploys officers to certain locations at certain times to monitor the situation. Mrs. Jackson also noted that new streetlights are needed on both sides of the street from River Road to LA 1. She also expressed a need for flashing speed limit signs. Mayor Toups stated that he would contact Entergy about the street lights. Councilor Bernard asked about moving the digital speed sign to Bird Heights and Chief Anderson stated that it would have to be placed in someone’s yard and they would need to get approval to do so. Councilor Kelley said she knows of a person that doesn’t use their driveway and probably wouldn’t mind us placing the sign there. Councilor Leblanc provided the council with quotes for digital speed signs similar to the ones recently installed in the Town of Brusly. It was asked if more officers needed to be hired and it was noted that further review and homework would need to be done to justify the hiring of additional officers.

**MONTHLY REPORTS**

**Engineer Report:** Town Engineer, Mr. Oscar Boudreaux advised that the YMCA Force Main project is complete and is recommending approval of Substantial Completion. A motion to accept Mr. Boudreaux’s recommendation and approve Substantial Completion for the YMCA Force Main project, contingent upon project review by Public Works Director, Phil Smith and the pressure test passing, was made by Councilor Kelley; seconded by Councilor Bernard and adopted unanimously.

**Parish Council Report:** Parish Representatives, Mr. Kershaw and Mr. Allain, provided an update on the following: (1) Recent water pressure issues due to a broken shaft on the north well that could possibly take up to 12 weeks to fix; (2) Relocation of utility lines are underway in preparation for intracoastal bridge construction; (3) Construction of LA Highway 1 has been pushed back to May/June 2021; (4) Fire districting being discussed and addressed; (5) Annual sales tax adjustment; (6) Levee Trail Lawsuit.

**Police Report:** The January 2021 police report, given by Chief Anderson, consisted of 185 traffic citations issued; 10 misdemeanor arrest; 1 felony arrest; and 4 vehicle crashes. Of the misdemeanor arrests, there were 2 traffic related, 2 Disturbance, 3 Domestic Abuse Batter, and 3 warrants. The felony arrest was for AGG Flight from an Officer.

**Public Works and Sewer Report:** The January 2021 sewer report, given by Mr. Phil Smith, included 23 residential and commercial equipment calls; 24 tank issues; 13 collection system issues; 131 one-call tickets completed; and 5 new construction tie-in inspections. He advised that Gary Beard, one of the original engineers for the sewer plant oxidation ditches has been brought in to consult on the current operation and flows to the plant compared to original design parameters. Mr. Beard will submit a report with his findings along with recommendations on how to improve plant efficiency and reliability. Phil then advised that he attended a presentation by Better Pumps and Solutions on the use of permanent fixed standby natural gas pumps vs. standby generators and the cost relative to each. He will provide additional information to the Council as pump sizing and flow rates are determined.

**Planning & Zoning Commission:**

1. **Application for Home Occupation, Mr. Larry Lee:** The Application for a Home Occupation to operate a tow truck business was presented. Mr. Lee informed the Council that there will be no signage or tow trucks parked at his home. The only activity at home will be office paperwork. The Application for Home Occupation presented by Mr. Lee to operate a Tow Truck business at his residence was approved on a motion made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2021-1 (Mayor & Chief 2021 Salary Increase) -** Dana Larpenteur read the ordaining clause. Mayor Toups then opened the Public Hearing. The Public Hearing was then closed and Ordinance 2021-1 was turned over to the Council for review/discussion. A motion to approve Ordinance 2021-1, “ AN ORDINANCE ESTABLISHING THE YEARLY SALARY FOR DAVID H. TOUPS, MAYOR OF THE TOWN OF ADDIS FOR 2021 AT A FOUR (4%) PERCENT INCREASE FROM HIS 2020 SALARY AND RICKY ANDERSON, CHIEF OF POLICE OF THE TOWN OF ADDIS FOR 2021 AT A FOUR (4%) PERCENT INCREASE FROM HIS 2020 SALARY COMMENCING JANUARY 1, 2021”, was made by Councilor Bernard; seconded by Councilor Kelley and adopted on the following roll call vote: **YEAS**: Bernard, Kelley, LeBlanc, Parrish; **NAYS**: Lejeune; **ABSENT**: None; **ABSTAINED**: None.

**Ordinance 2021-2 (Council 2021 Salary Increase) –** Dana Larpenteur read the ordaining clause. Mayor Toups then opened the Public Hearing. The Public Hearing was then closed and Ordinance 2021-2 was turned over to the Council for review/discussion A motion to introduce Ordinance 2021-2, “AN ORDINANCE INCREASING THE SALARY OF THE COUNCIL MEMBERS BY $50, FROM $700.00 TO $750.00 PER REGULAR MEETING”, was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously on the following roll call vote: **YEAS**: Bernard, Kelley, LeBlanc, Parrish; LeJeune ; **NAYS**: None; **ABSENT**: None; **ABSTAINED**: None.

**Ordinance 2021-3 (Establishing 5G Policies & Procedures) –** Dana Larpenteur read the following ordaining clause, “AN ORDINANCE TO AMEND AND REENACT THE TOWN OF ADDIS CODE OF ORDINANCES CHAPTER 113 (“Zoning”), ARTICLE IV (“Supplemental Regulations”), SECTION 2 (“Communications Towers and Antennae”) AND TO ESTABLISH STANDARDS FOR “Small Wireless Facilities” IN THE RIGHT-OF-WAY OF THE TOWN OF ADDIS”. Mayor Toups then opened the Public Hearing. The Public Hearing was closed and Ordinance 2021-3 was turned over to the Council for review/discussion. Mayor Toups advised that the Council was provided copies of both West Baton Rouge and Ascension Parish ordinances to use as a guide in the review process. After a lengthy discussion, the Council agreed that they need additional time to research and review the ordinance before moving forward. A motion was made by Councilor Kelley; seconded by Councilor Bernard to table Ordinance 2021-3 until a later date. Mayor Toups stated that he would invite our AT&T representative, Mr. Levar Greenhouse to the March meeting to answer any questions or concerns the Council may have.

**INTRODUCTION OF ORDINANCES**

**Ordinance 2021-4 (Fireworks) –** A motion to introduce Ordinance 2021-4, “AN ORDINANCE AMENDING THE CURRENT ADDIS CODE OF ORDINANCES, PARTICULARLY, CHAPTER 8, SECTION 8.3 – *FIREWORKS,* REDUCING/SHORTENING THE TIMEFRAME IN WHICH FIREWORKS ARE ALLOWED IN THE OF TOWN OF ADDIS”, was made by Councilor LeBlanc; seconded by Councilor LeJeune and adopted unanimously.

Mayor Toups stated that the Town’s current sidewalk ordinance needs to be reviewed as it is outdated. Councilor Bernard offered to review the ordinance and present the findings at the March meeting.

**COMMITTEE REPORTS**

**Finance :** A motion to pay bills found in order was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously. The monthly budget to actual reports were reviewed with no comments.

**Police:** Chief Anderson stated that he would like to meet with the Council members that serve on the Police Committee. He stated that he would contact them to set-up a day and time.

**Personnel:** None

**Sewer:** None

**Drainage:** Mayor Toups advised that the Town Attorney, Mr. Larpenteur has reviewed the Engineering Contract from Owen & White for the First Street/West Nic drainage improvements. He noted that Mr. Larpenteur didn’t have any issues or concerns and has given his approval for the Mayor to sign and submit.

**Buildings:** Mayor Toups advised that the closing meeting for the Comeaux Property located at 4332 Main Street will take place on Thursday, February 4th.

**Streets and Roads:** Mayor Toups advised that the Town Attorney, Mr. Larpenteur has reviewed the Engineering Contract from Novus Reb Engineering for the 2021 Addis Road Rehab Project. He noted that Mr. Larpenteur didn’t have any issues or concerns and has given his approval for the Mayor to sign and submit.

**EXECUTIVE SESSION**

None

**ANY OTHER BUSINESS**

Councilor Bernard asked that the Council be provided a DRAFT meeting agenda and packet the Friday prior to the meeting to allow them additional time to review and address any concerns/questions they may have.

**ADJOURN**

The meeting was adjourned at 8:20 p.m. on a motion by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.

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

JADE V. SIMPSON, TOWN CLERK DAVID H. TOUPS, MAYOR