TOWN OF ADDIS MINUTES

JANUARY 6, 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, January 6, 2021 at the Addis Municipal Center. The Pledge to the flag was led by Councilmember Bliss Bernard.

**ROLL CALL**

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

Absent: None

\*Mayor Toups welcomed the Council members to their first meeting of the new term and stated that he is looking forward to four productive years.

**MINUTES:**

The minutes of the December 2, 2020 regular meeting were approved on a motion by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously. The minutes of the December 16, 2020 special meeting were reviewed. Mayor Toups asked that the title located at the very top be amended to read “Special” instead of “Emergency”. The minutes were approved as amended on a motion by Councilor Parrish; seconded by Councilor LeBlanc and adopted unanimously.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**PUBLIC COMMENTS**

Mr. Todd Leveron congratulated the new and returning council members for being elected to serve on the Addis Town Council.

**CORRESPONDENCE**

Mayor Toups did not have any correspondence to share.

**OLD BUSINESS**

**Trailer Abatement**: Town Attorney, Mr. Dana Larpenteur stated that the Town has been attempting to proceed against a blighted trailer and property located at 5037 Myrle Drive, Addis, LA 70710. The trailer and the property are assessed to a Mr. Lincecum, who has been determined to be deceased. The attempts at service of a Notice of Hearing pursuant to LSA-R.S. 33:4762 both at the location and via US mail certified has been unsuccessful. Upon the recommendation presented by Mr. Larpenteur, Mayor Toups appointed Attorney, Tom Acosta to represent the deceased/absentee owner at the February 3rd meeting in which a Public Hearing will be held.

**DUTIES OF ELECTED OFFICIALS**

Town Attorney, Mr. Dana Larpenteur reported the duties of the Mayor, Police Chief and Council.

**NEW BUSINESS**

**Elect Mayor Pro Tempore:** After brief discussion, a motion to elect Russell “Rusty” Parrish to serve as Mayor Pro Tempore for the Town of Addis, was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously.

**Authorize Mayor to Revise Signers on Bank Business:** Mayor Toups stated that since Councilor Parrish was re-elected to serve as Mayo Pro tempore, then no action is needed as signers do not need to be revised.

**Appoint Town Attorney:** Mayor Toups made a recommendation to appoint, Mr. Dana Larpenteur as the Town Attorney. A motion to appoint Mr. Dana Larpenteur as Attorney for the Town of Addis was made by Councilor LeBlanc; seconded by Councilor Lejeune and adopted unanimously.

**Appoint Town Clerk:** Mayor Toups made a recommendation to appoint, Mrs. Jade Simpson as the Town Clerk. A motion to appoint Mrs. Jade Simpson as the Town Clerk for the Town of Addis was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously. Mayor Toups then asked the Council to consider an approximate 20% salary increase for the Town Clerk. He advised the Council that he obtained the salary amounts for clerks in our neighboring communities and it has been determined that Jade is being paid well below the others. He pointed out that Addis is the fastest growing and largest municipality in West Baton Rouge, yet our clerk is being paid the least. Mayor Toups stated that although the amount he is proposing may seem large, it still isn’t raising her salary to what the other clerks are currently making. Mayor Toups, Dana Larpenteur (Attorney) and Phil Smith (Public Works Director) all expressed the importance of the clerk’s position and how vital it is to the Town and that the increase being proposed is much deserved. Councilor Parrish made a motion to approve Mayor Toups recommendation to increase the clerk’s salary to $62,000 a year. A substitute motion to approve an 8% increase was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted with Councilor Parrish not in favor.

**Addis Firemen’s Ladies Auxiliary (2021 Parade & Ball):** Mayor Toups advised that due to Covid-19, the 2021 Addis Mardi Gras events have been cancelled. He then advised that the 2022 dates have been set.

**Live at Five on the Westside (Spring 2021):** Mayor Toups advised that Live at Five on the Westside for the spring is also cancelled due to COVID-19. He stated that we will revisit again in the fall.

**Allstate Insurance Penalty Fee Abatement Request:** A motion to deny the request from Allstate Insurance to abate the penalty fees was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted unanimously.

**MONTHLY REPORTS**

**Engineer Report:** The River Road portion of the YMCA project is completed. Still set to complete the project by the end of January.

**Parish Council Report:** Parish Representatives, Mr. Kershaw and Mr. Allain, provided an update on the following: (1) flushing of the water lines is complete and was successful; (2) currently working on a solar panel ordinance; (3) 5G Ordinance has been adopted ; (4) re-districting will be discussed in the coming months.

**Police Report:** The December 2020 police report, given by Chief Anderson, consisted of 155 traffic citations issued; 9misdemeanor arrest; 1 felony arrest; and 3 vehicle crashes. Of the misdemeanor arrests, there were 4 traffic related, 2 DWI, and 3 warrants. The felony arrest was for Narcotics/AGG Flight from an Officer. A review of the current Firework ordinance was also discussed.

**Public Works Report:** Phil reported that several ditches in Addis have been cleaned/cleared and all Christmas decorations have been taken down and stored.

**Sewer Report:** The December 2021 sewer report, given by Mr. Phil Smith, included 44 residential and commercial equipment calls; 9 lift station equipment calls; 148 one-call tickets completed; and 7 new construction tie-in inspections. They adjusted clearances on multiple pump stations pumps due to wear. He also stated that residents are still flushing wipes down the toilet, which continues to have a negative effect on the sewer system.

**Planning & Zoning Commission:**

1. **Planning & Zoning Commissioner Appointment:** A motion to appoint Mr. Todd Leveron to the Planning & Zoning Commission was made by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.
2. **Planning & Zoning Commissioners Per Diem Resolution:** A motion approving the following resolution, “Resolution by the Town of ADDIS, as provided by Section 13, article iii of the constitution of Louisiana, to request the introduction by our local legislators to introduce at the forthcoming session of the legislature of Louisiana, to be convened on April 12, 2021, a bill relative to the town of ADDIS: to authorize the governing authority of the town of ADDIS to pay members of the ADDIS planning & ZONING commission a per diem; to add ADDIS to the list of municipalities authorized to decide by ordinance whether and how much to compensate planning commission members; to provide for the amount of the per diem and the number of meetings for which members may be paid; and to provide for related matters”, was made by Councilor Bernard; seconded by Councilor Lejeune and adopted unanimously.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

None

**INTRODUCTION OF ORDINANCES**

**Ordinance 2021-1 (Mayor & Chief 2021 Salary Increase) -** A motion to introduce 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 LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**Ordinance 2021-2 (Council 2021 Salary Increase) –** 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 Bernard; seconded by Councilor Kelley and adopted unanimously.

**Ordinance 2021-3 (Establishing 5G Policies & Procedures) –** An motion to introduce Ordinance 2021-3, “AN ORDINANCE ESTABLISHING POLICIES AND PROCEDURES FOR USE OF THE RIGHTS-OF-WAY AND MORE SPECIFICALLY THE PLACEMENT OF “SMALLER” WIRELESS FACILITIES IN RIGHT-OF-WAY WITHIN THE TOWN OF ADDIS JURISDICTION, WHICH WILL PROVIDE PUBLIC BENEFIT CONSISTENT WITH THE PRESERVATION OF THE INTEGRITY, SAFE USAGE, AND REASONABLE AESTHETIC QUALITIES OF THE TOWN’S RIGHTS-OF-WAY AND THE TOWN AS A WHOLE”, was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**COMMITTEE REPORTS**

**Finance :** Mayor Toups advised that there are no bills to be paid at this time. The monthly budget to actual reports were reviewed with no comments.

**Police:** Chief Anderson stated that he would like the Council to review the current vacation policy and consider allowing employees to rollover unused vacation hours or pay it out if not used by year end.

**Personnel:** None

**Sewer:** Discussions were held on hiring an engineering firm for Addis Lane Sewer Rehab. Phil advised that he obtained a quote to install local manual transmission switches on each pump station.

**Drainage:** A motion to go out for bids for a Remote-Control Slope Mower was made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**Buildings:** None

**Streets and Roads:**

1. **2021 Addis Road Project:** A motion authorizing Mayor Toups to begin the 2021 Addis Road Project was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**EXECUTIVE SESSION**

None

**ANY OTHER BUSINESS**

None

**ADJOURN**

The meeting was adjourned at 8:32 p.m. on a motion by Councilor Parrish; seconded by Councilor Bernard and adopted unanimously.

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

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