TOWN OF ADDIS MINUTES

June 6, 2018 – Regular Meeting

The regular meeting of the Mayor and Town Council for the Town of Addis was held at 6:00 p.m. on Wednesday, June 6, 2018 at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Mr. Todd Harris.

**ROLL CALL**

Present: Mayor David Toups; Councilors Acosta, Cazes, Kelley, LeBlanc and Parrish

Absent: None

**MINUTES**

The minutes of the May 2, 2018 meeting were reviewed and approved on a motion made by Councilor Acosta; seconded by Councilor Kelley and adopted unanimously.

**ADDITIONS TO THE AGENDA**

Upon the request of Mayor Toups, a motion to add an Executive Session to discuss police personnel was made by Councilor Cazes; seconded by Councilor LeBlanc and adopted unanimously.

**PUBLIC COMMENTS**

Mayor Toups stated that if anyone knows someone that needs a fire alarm installed in their home to contact the Fire Department. He went on to say that the alarms are kept on hand and Chief Richard Wood installs them.

**CORRESPONDENCE**

Mayor Toups announced that on June 27th-29th the Greater Bethesda Missionary Baptist Church in White Castle is having a revival and Pastor Askins is inviting all elected officials to attend.

**WEST SIDE JOURNAL – “OFFICIAL JOURNAL” ANNUAL BID**

A motion to accept the terms set out in the May 7, 2018 letter from George Jenne, Publisher of the West Side Journal, and name West Side Journal as the official journal for the Town of Addis for the period of July 1, 2018 to June 30, 2019 was made by Councilor Parrish; seconded by Councilor LeBlanc and adopted unanimously. A copy of the letter is attached and made a part of these minutes.

**“ASK DAY” PROCLAMATION**

Mayor Toups read aloud the ASK Day Proclamation submitted by Mrs. Ashlyn Melton. A motion to adopt the proclamation naming June 21st ASK Day in the Town of Addis, was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted unanimously. A copy of the proclamation is attached and made a part of these minutes.

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

**Addis Wastewater Treatment Plant Upgrades – Design Fab Estimate:** After review and discussion, a motion to approve the purchase of the items listed on the Design Fab Estimate contingent upon clarification of the demolition and installation fees and total cost NOT TO EXCEED $150,000.00, was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted unanimously.

**Bernhardt Pump Station Upgrade – Recommendation of Award:** In review of the bids submitted on May 31, 2018 for the Bernhardt Pump Station Upgrade, Oscar Boudreaux with Environmental Engineering Services, Inc. recommends award of a construction contract to the low bidder, NCMC, LLC. of Baton Rouge, LA in the amount of $243,000.00, contingent upon approval from Louisiana Department of Environmental Quality (LDEQ). A motion authorizing Mayor David Toups to sign the construction contract to move forward with Bernhardt Pump Station Project contingent upon LDEQ approval was made by Councilor Acosta; seconded by Councilor Cazes and adopted unanimously.

**Addis Place Subdivision Sewer Rehab Project:** Oscar informed everyone that this project is 50% complete.

**Railroad Drainage Study:** Mayor Toups stated that Oscar did finalize the report from the drainage study and it has been reviewed and approved by Dana Larpenteur and submitted to Mr. Todd Harris with Union Pacific.

**UNION PACIFIC RAILROAD CROSSING SAFETY**

Mr. Todd Harris with Union Pacific Railroad stated that the Department of Transportation & Development (DOTD) receives money annually from the Federal Government for the Federal Safety Program. He went on to say that the crossings in Addis are at the top of the list for safety improvements and the funding has been secured. Mr. Harris presented the results of the engineering study that was done on the safety of the crossings and the proposed recommendations for upgrades on each crossing. After much review and discussion, the Council made a recommendation to gather more information and schedule a Public Hearing to allow the residents of Addis an opportunity to hear the proposed changes, ask questions and express any concerns they have with the plan before moving forward.

**REPORTS**

**Parish Council:** Mayor Toups stated that no one from the Parish was able to attend, but he did want to inform everyone that the Parish is aware of the water pressure issues that residents are having and they are working to address the issue.

**Police Report:** The police report for the month of May was provided by Lieutenant Langlois and included 121 traffic citations; 10 misdemeanor arrests; 1 felony arrest; and 5 vehicle crashes worked. The **Misdemeanor Arrests** included 4 disturbances, 5 warrants and 1 resisting an officer. The **Felony Arrest** included 1 aggregated flight from an officer.

**Sewer Report:**

1. The sewer report for the month of April was read by Public Work Director, Phil Smith and included 26 equipment failures; 11 jammed pumps; 1 grease problem; 1 tank relocation and 3 new pumps used.
2. Public Works Director, Phil Smith presented two quotes to the Council for review and consideration. The first quote he presented was obtained from Fastenal in the amount of $1,268.92 for the purchase of an industrial label maker that would allow them to label all equipment at the plant as well as items in the field. The second quote he presented was obtained from Life Technologies Corporation in the amount of $1,004.77 for lab supplies. A motion approving both quotes as presented was made Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.

**Planning & Zoning Commission:** None

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2018-6 -** Dana Larpenteur read the following ordaining clause, “AN ORDINANCE AMENDING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, APPENDIX C ZONING, SECTION 4.101 TO DELETE AND EXCLUDE “MOTEL”, “HOTEL” & “APARTMENT HOTEL” AS PERMITTED USES IN A C-1 ZONE; AND TO AMEND SECTIONS 4.103 & 4.104 TO PROVIDE THAT “HOTEL” & “APARTMENT HOTEL” ARE SPECIAL EXCEPTION USES AND SPECIAL PERMIT USES IN A C-1 ZONE.” Mayor Toups then opened the Public Hearing. After hearing no comments, the Public Hearing was closed and turned over to the Council. A motion to approve Ordinance 2018-6 as written and presented was made by Councilor Acosta; seconded by Councilor Kelley and adopted unanimously on the following Roll Call Vote: **Yeas**: Acosta, Cazes, Kelley, LeBlanc, Parrish; **Nays**: None; **Absent**: None; **Abstaining:** None.

**INTRODUCTION OF ORDINANCES**

No ordinances were introduced.

**COMMITTEE REPORTS**

**Finance:**

1. Amotion to pay the bills found in order was made by Councilor Cazes; seconded by Councilor Parrish and adopted.
2. Mayor Toups informed the Council that the monthly “Budget to Actual Comparison Reports” were included in the meeting packet for review.

**Police:** None

**Personnel:** None

**Sewer:** None

**Drainage:** Mayor Toups stated that Oscar has the drawings for the drainage across First Street and should submit them to the Council for review soon.

**Buildings:** Mayor Toups stated that he would like to form a Committee that would oversee the Town Hall Building Renovation project. He said the Town has money in the budget and he would like to get the process started. Councilor LeBlanc and Councilor Kelley volunteered to be on the Committee. After further discussion, the Council made a recommendation to Mayor Toups to begin soliciting for proposals for architectural services.

**Streets and Roads:** Mayor Toups and the Council discussed several complaints regarding large trucks parking on East Nic when delivering/unloading products to Superior Flooring and possible solutions to address the issue.

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss police personnel was made by Councilor Acosta; seconded by Councilor Cazes and adopted. A motion to return to regular session was made by Councilor Acosta; seconded by Councilor Cazes and adopted. Mayor Toups stated again the purpose for the Executive Session was to discuss police personnel.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 8:19 p.m. on a motion made by Councilor Cazes; seconded by Councilor Parrish and adopted.

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

Town Clerk Mayor