TOWN OF ADDIS MINUTES

March 7, 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, March 7, 2018 at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Officer Christopher Graves.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the February 7, 2018 meeting were reviewed and approved on a motion made by Councilor Cazes; seconded by Councilor LeBlanc and adopted.

**ADDITIONS TO THE AGENDA**

Mayor Toups stated that there were three items to add to the agenda; (1) Town Engineer, Oscar Boudreaux – Project Updates, (2) Mayor Scot Rhodes, and (3) Resolution for Sharon Stam. A motion approving the additions to the agenda as stated by Mayor Toups was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted.

**PUBLIC COMMENTS**

Mr. Beecham asked for an update on the issuance of citations to those that drive off-road vehicles on the highway. Lt. Langlois stated that he would speak to Chief Ricky Anderson when he returns to the office.

Mr. Tim Poirrier addressed the Mayor and Council on the drainage in the ditch located on his property. Mayor Toups informed him that the Town will address it as soon as possible.

**CORRESPONDENCE**

Mayor Toups announced that U.S. Senator Bill Cassidy’s staff will host a West Baton Rouge Parish Constituent Assistance Event on Thursday, March 8th 1:30-2:30 at West Baton Rouge Parish Council Governmental Building.

Mayor Toups reminded everyone that the Capital Region Planning Commission is hosting a Training Workshop at Addis Town Hall on Saturday, March 10th from 8 a.m. – 12 p.m.

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

**Sunset Place Road Project**

1. Mr. Boudreaux presented a Balancing Change Order for review and approval. A motion to approve the Balancing Change Order as presented was made by Councilor Parrish; seconded by Councilor LeBlanc and approved. Councilor Acosta abstained from the vote because he is an employee of R.J. Daigle & Sons Contractors, Inc.
2. Mr. Boudreaux reported that the project is complete. He presented the Certificate of Substantial Completion and made a recommendation to the Council to approve it. A motion to accept the Certificate of Substantial Completion for the 2017 Road Improvements was made by Councilor Cazes; seconded by Councilor Parrish and adopted. Councilor Acosta abstained from the vote because he is an employee of R.J. Daigle & Sons Contractors, Inc.

**MAYOR SCOT RHODES**

Mayor Scot Rhodes addressed the council to request a variance to pop fireworks on the night of May 18th at the Addis Community Center for his daughter's wedding. A motion granting Mayor Scot Rhodes a variance to pop fireworks on May 18th at the Addis Community Center, outside of the aloted times stated in the Town of Addis Firework Ordinance was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**RESOLUTION FOR SHARON STAM**

Mayor Toups announced that Sharon Stam, Executive Director of the West Baton Rouge Parish Convention and Visitors Bureau was retiring. Town Attorney, Dana Larpenteur read the following resolution clause, “A RESOLUTION RECOGNIZING THE YEARS OF SERVICE TO THE PARISH OF WEST BATON ROUGE AND THE WEST BATON ROUGE PARISH CONVENTION AND VISITORS BUREAU BY SHARON STAM AND CONGRATULATING HER FOR A JOB WELL DONE”. The resolution was approved on a motion made by Councilor Parrish; seconded by Councilor LeBlanc and adopted.

**DOTD MAINTENANCE AGREEMENT**

Mayor Toups presented the 2018-2019 DOTD Maintenance Agreement and informed the Council that the maximum amount for which the Municipality may claim reimbursement is $6,860.00, which is the same as the current agreement. A motion approving Mayor Toups to sign the 2018-2019 Maintenance Agreement (including mowing and litter pick-up) between the Town of Addis and the State of Louisiana, Department of Transportation and Development was made by Councilor Cazes; seconded by Councilor Kelley and adopted.

**REPORTS**

**Parish Council:** Parish Councilman, Kirk Allain was unable to attend the meeting. No report was provided.

**Police Report:** The police report for the month of February was provided by Lt. Jason Langlois and included 66 traffic citations; 7 misdemeanor arrests; 0 felony arrest; and 5 vehicle crashes worked. The **Misdemeanor Arrests** included 2 Disturbances, 1 Trespass, 2 Warrants and 2 Damage to Property.

**Sewer Report:** The sewer report for the month of February was read by Mayor Toups and included 23 equipment failures, 9 jammed pumps, 1 leak, 30 pump station issues and 4 wiring issues.

**Planning & Zoning Commission:**

1. **Sugar Mill 14th Filing – Final Plat:** The final plat for Sugar Mill 14th filing was reviewed by the Council. A motion to approve the Sugar Mill 14th filing final plat subject to Mayor Toups ensuring that the punch list items are taken care of was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted.
2. **Evan Scroggs, Representing Calvin Blount - Rezoning Request**: Mr. Scroggs presented the Rezoning Request to the Council. He stated that they are requesting to rezone Sugar Mill Plantation Tract B from C-1 to C-2. He stated that zone C-1 caps the permitted retail area at 17,000 square feet and re-zoning it to C-2 would simply allow for the flexibility to build more than 17,000 square feet of retail space. After the re-zoning request was presented, Mayor Toups then opened a Public Hearing. After hearing comments and questions from the public, the Public Hearing was closed and turned over to the Council for review. After review by the Council, a motion approving the rezoning request as presented was made by Councilor Acosta; seconded by Councilor Cazes and adopted.
3. **David Patterson, Representing RaceTrac:** Mr. Patterson presented his request to combine two pieces of property, so they could move forward with the construction of RaceTrac. After further review and discussion, Mayor Toups informed Mr. Patterson that the Council could not take action at this time, because it was placed on the meeting agenda as informational purposes only. Mr. Larpenteur informed Mr. Patterson that in order for the Council to take action on this a Public Hearing Notice must be published and that was not done. Mayor Toups informed Mr. Patterson that the right steps would be taken and his Subdivision of Property Request will be placed on the April 4th Town Council meeting agenda.

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

None

**INTRODUCTION OF ORDINANCES**

A motion to introduce Ordinance 2018-2, “STATING THE RULES AND REGULATIONS OF THE LEVEE TOP PATH AND THE GOVERNING AUTHORITY”, was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted.

A motion to introduce Ordinance 2018-3, “AMENDING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, APPENDIX B *SUBDIVISIONS,* PROVIDING THAT IF A SUBDIVISION IS IN COMPLIANCE WITH THE ADDIS ORDINANCES AND ALL REQUIRED IMPROVEMENTS ARE ALREADY IN PLACE, THEN THE MAYOR MAY APPROVE THE SUBDIVISION ADMINISTRATIVELY WHICH SHALL BE SUBSEQUENTLY RATIFIED BY THE TOWN COUNCIL WITHOUT THE NECESSITY OF A PUBLIC HEARING”, was made by Councilor Acosta; seconded by Councilor Cazes and adopted.

**COMMITTEE REPORTS**

**Finance:**

1. **Finance:** Amotion to pay the bills found in order was made by Councilor Parrish; seconded by Councilor LeBlanc and adopted.

**Police:** None

**Personnel:**

1. **2018-2019 Health Insurance Proposal:** Mayor Toups reported that we received the 2018-2019 Health Insurance proposal with a 10% increase. He said the Town always budgets 15%, so even with the increase we are still under budget and made a recommendation to the Council to approve the proposal. A motion approving the 2018-2019 Health Insurance proposal through Blue Cross Blue Shield was made by Councilor Cazes; seconded by Councilor Acosta and adopted.

**Sewer:** None

**Drainage:** None

**Buildings:**

1. **Pest Control & Termite Inspection/Treatment Services:** Mayor Toups reported that the Town received the annual renewals for termite and pest control services and the prices have increased. Ms. Simpson stated that after receiving the renewals, she contacted a local company to obtain a quote. After reviewing and discussing the quote further, the Council recommended we reach out to the local company to see if it’s possible to do a two or three year contract. A motion authorizing Mayor Toups to negotiate contract terms and change Pest Control companies was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted.
2. **Museum Solar Shades – Purchase & Installation:** Mayor Toups reported that the museum staff addressed him regarding the purchase and installation of solar shades to help block the sun. He said they received a quote from Sun Scape Window Tinting in the amount of $3,475. He went on to say that there is money in the budget for the project. A motion to approve the purchase and installation of 13 solar shades for the Town of Addis Museum in the amount of $3,475 was made by Councilor Kelley; seconded by Councilor Cazes and adopted.

**Streets and Roads:** Councilor Acosta stated that he reached out to Eric Paille with Gulf South Engineering & Testing to obtain a cost estimate to have him evaluate all roads in the Town of Addis and give recommendations on patch, mill and overlay or full road section reconstruction based on road conditions. He reported that he received the cost estimate and the project total for all 113 roads in the Town of Addis is $10,715. After further review and discussion, a motion to approve the cost estimate and authorize Mayor Toups to sign the proposal was made by Councilor Parrish; seconded by Councilor LeBlanc and adopted.

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss personnel was made by Councilor Parrish; seconded by Councilor Acosta and adopted. A motion to return to regular session was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted. Mayor Toups stated the purpose for the Executive Session was to discuss Personnel, but no action was needed at this time.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 7:27 p.m. on a motion made by Councilor LeBlanc; seconded by Councilor Parrish and adopted.

 /s/\_Jade V. Simpson\_\_ /s/ David Toups

 Town Clerk Mayor