**TOWN OF ADDIS MINUTES**

**REGULAR MEETING – November 6, 2019**

The regular meeting of the Mayor and Town Council for the Town of Addis was called to order by Mayor Toups at 6:00 p.m. on Wednesday, November 6, 2019 at the Addis Municipal Center. The Pledge to the Flag was led by Parish Councilman Kershaw.

**ROLL CALL**

Present: Mayor Toups; Councilors Hook Cazes; Tate Acosta; Rusty Parrish; Rhonda Kelley.

Absent: Councilor LeBlanc. Mayor Toups advised that Councilor LeBlanc is out of Town.

**MINUTES**

The minutes of the regular meeting of October 2nd were approved on a motion by Councilor Kelley; seconded by Councilor Acosta and adopted unanimously by those present.

**ADDITIONS TO AGENDA**

None

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

Mayor Toups advised on the following items:

* An invitation has been received from Brusly High School for the annual Thanksgiving dinner to be held on Thursday, November 21st at 11:30 am at Brusly High School.
* Mayor Toups advised that Live at Five will be held this Friday, November 8th with Rockin’ Doopsie playing.
* The Westside Christmas Fest will be held on December 20th and 21st at the Tourist Information & Conference Center. Friday night will be the Children’s Choir and Chase Tyler; Saturday, the Clifton Brown and the Rusty Bucket Band, and Ninety Degrees West will be playing. There is a $5.00 fee per vehicle.

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

Mr. Boudreaux reported on the various projects presently being worked:

**LDEQ/SRF LOAN PROJECTS:**

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**. Mr. Boudreaux advised that the contractor did not send papers earlier for this project, so Substantial Completion and invoice payment is now needed. A motion was made by Councilor Acosta; seconded by Councilor Kelley to approve the Substantial Completion and payment of the invoice for this project. The motion was adopted.
3. **Bernhardt Pump Station Upgrade – EES Project No. 1607**. This project is complete and operational.
4. **YMCA Force Main – EES Project No. 1627.** Mr. Boudreaux advised that while working on the YMCA Force Main, a 4” pipe was broken and had to be repaired before work could continue. The Parish was contacted and they will have someone on site when work on this project begins again, in case another problem comes up. Mr. Boudreaux further advised that due to the fact that the river is presently in a “rise and fall” mode, they will seek a variance to 13’ so work can continue regardless of the rise and fall of the river**.** Mr. Boudreaux feels that this project should be completed by the next meeting.

**TOWN FUNDED PROJECTS:**

1. **Sugar Mill Parkway Upgrade – EES Project No. 1808**. – Work has been completed; awaiting signed copies of Substantial Completion from Contractor.
2. **Drainage** – The consulting engineer has been working on different issues.

**JANUARY MEETING DATE**

Mayor Toups advised that the January 2020 meeting date falls on January 1st, which is the New Year holiday. Following a discussion, a motion was made by Councilor Kelley; seconded by Councilor Parrish to change the January meeting date to Wednesday, January 8, 2020. The motion was adopted unanimously by those present. Notice of the change will be published to notify the public.

**MONTHLY REPORTS**

**Parish Council:** Parish representative, Mr. “Fish” Kershaw reported on the following:

1. The water line from Port Allen to Addis which is presently under construction should be completed to the Brusly Water tower by the end of the first quarter of 2020.
2. A meeting was held on the proposed 2020 Parish budget. The budget should be adopted at the December meeting of the Parish Council.
3. Following the recent election, there will be seven new members on the Parish Council. Mr. Kirk Allain and Mr. Kershaw are the only two original members remaining on the Council,
4. A vote is coming up for the construction of an Air Liquid plant in Port Allen. Mr. Kershaw advised that there seems to be some opposition to this construction.
5. A discussion was held on the building of solar panels on Rosedale Road. These will feed power to the Entergy plant and transferred to others.

Mayor Toups congratulated all of those who won the recent primary elections.

**Police Report:** Chief Anderson gave the Police Report for the month of October, 2019 which included 171 traffic citations issued; 36 misdemeanor arrests; 29 felony arrests; and 7 vehicle crashes. Misdemeanor arrests were: one theft; two domestic abuse battery charges; one disturbing the Peace; one resisting an officer and thirty-one narcotics arrests. Felony arrests were twenty-nine Narcotics.

**Public Works:** Phil Smith reported the following:

1. Ditches to the back of Sunset Place Subdivision are being cleaned to help drainage.
2. The back hoe has developed a hydraulic leak which is being repaired, and the dump truck is having problems when it is filled, so work on potholes are on hold until this can be taken care of.
3. The Bibles are making good progress on the clean-up of their property.

**Sewer:** Phil Smith gave the sewer report for the month of October which included 51 residential and commercial equipment items and 19 calls on lift station equipment. There was one tank removal; 172 LA One Call tickets completed; and 12 new construction tie-in inspections.

1. The Sunset to Bernhardt Force Main air-locked due to malfunctioning ARV. The ARV was replaced to correct Problem.
2. There was a 480V phase to phase fault on the circuit going to recirculation pumps. New wiring was pulled from MCC to pump panel.
3. Both check valves and discharge block valve were replaced at Acadian Crossing 2 pump station.
4. Plantation Ridge has been losing prime inconsistently. Mr. Smith thinks that the mechanical ARVs are not functioning properly. Will remove the ARVs and hard pipe the vent system.
5. Two sewer employees will attend classes, one to get his Class I designation and the other his Class II.

**Planning and Zoning Commission:**

1. **Sugar Mill 17th Filing Final Plat -** Mr. Kevin Normand of Evans Graves presented the final plat for Sugar Mill 17th Filing. Mayor Toups opened a public hearing on this subdivision. Hearing no questions or comments, the Public Hearing was closed and the matter was turned over to the Council for their action. Following a discussion on several items concerning the subdivision, a motion was made by Councilor Acosta; seconded by Councilor Parrish and adopted on the following roll call vote: Yeas: Cazes; Acosta; Parrish Nays: Kelley Absent: LeBlanc.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2019-4**: Mr. Larpenteur, Attorney, read the ordaining clause of Ordinance #2019-4 and discussed several items that were mentioned. Mayor Toups opened a public hearing on the proposed Ordinance. There were no comments or questions from the public so Mayor Toups closed the public hearing and turned Ordinance 2019-4 over to the Council for their action. A motion was made by Councilor Parrish; seconded by Councilor Acosta to adopt Ordinance #2019-4 which is an ordinance amending and supplementing the Addis Code of Ordinance, particularly, Part II, Chapter 111, Subdivisions, et/al. The motion was adopted on the following roll call vote: Yeas: Parrish; Cazes; Kelley; Acosta. Nays: None Absent: LeBlanc.

**Ordinance 2019-5**: Mayor Toups introduced Ordinance No. 2019-5. Mr. Larpenteur, Attorney, read the ordaining clause and explained the changes that were made to the original ordinance regarding the building heights of buildings in Town. Mayor Toups opened a public hearing on the ordinance. Hearing no questions or comments, the public hearing was closed and the ordinance turned over to the Council for their discussion, comments and approval/disapproval. Following a discussion, a motion was made by Councilman Acosta; seconded by Councilman Cazes to adopt Ordinance #2019-5 which amends and supplements the Addis Code of Ordinances, particularly, Part II, Land Development Code, Chapter 103 Buildings and Building regulations, Article II, Building Code; Paragraph 103-33 Building Height Restriction, to provide requirements for Building Heights and Floor Number maximums for all buildings in the Town of Addis. The motion was adopted on the following roll call vote: Yeas: Parrish; Cazes; Kelley; Acosta Nays: None Absent: LeBlanc

**INTRODUCTION OF ORDINANCES**

Mayor Toups advised that he is preparing the 2020 budgets and asked that anyone who may have a special project or other item which needs to be included in the budget, contact him as soon as possible. He will have copies of the proposed budget to distribute in the next week or so.

A motion was made by Councilor Acosta, 2nd by Councilor Kelley to introduce Ordinance #2019-6 setting a public hearing and adoption of the 2020 budget for the General Fund to be held at the Decemberspecial meeting.

The motion was adopted unanimously by those present.

A motion was made by Councilor Acosta, 2nd by Councilor Kelley to introduce Ordinance #2019-7 setting a public hearing and adoption of the 2020 budget for the Enterprise Fund to be held at the December special meeting. The motion was adopted.

**COMMITTEE REPORTS**

**Finance:**

1. A motion was made by Councilor Acosta; seconded by Councilor Parrish to pay bills found in order. The motion was adopted unanimously by those present.
2. Mayor Toups advised that the monthly budget to actual reports were provided to each Council member and asked that they be reviewed. There were no questions.
3. A resolution authorizing Mayor Toups to submit a claim to the Louisiana State Treasurer’s office for Unclaimed Property was approved on a motion by Councilor Kelley; seconded by Councilor Acosta and adopted unanimously by those present.

**Police:** Nothing in addition to Executive Session.

**Personnel:** Mayor Toups reminded everyone of the necessity to complete their annual Ethics and Sexual Harassment trainings. The Parish will host a training for each one on Wednesday, November 20, 2019 from 7:00 a.m. to 9:00 a.m.

**Sewer:** None

**Drainage:** None

**Buildings:** None

**Streets and Roads:** A Change Order in the amount of $4,800.00 from Rad-Ton, LLC for the Sugar Mill Turn Lane project, was reviewed and approved on a motion by Councilor Acosta; seconded by Councilman Cazes and adopted unanimously by those present.

**EXECUTIVE SESSION**

A motion was made by Councilor Cazes; seconded by Councilor Acosta to temporarily adjoin the regular meeting to go into Executive Session to discuss Police Personnel. The motion was adopted unanimously by those present. The regular meeting was reconvened on a motion by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously by those present. Mayor Toups advised that Executive Session was to discuss Police Personnel.

**ANY OTHER BUSINESS**

Councilman Acosta motioned to authorize Mayor Toups to enter into negotiations on the property located at 4312 Main Street and enter into a purchase agreement if the price is agreed upon. The motion was seconded by Councilor Kelley and adopted unanimously by those present.

**ADJOURN**

The meeting was adjourned on a motion by Councilman Acosta; seconded by Councilman Kelley and adopted unanimously by those present.

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

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