TOWN OF ADDIS MINUTES

September 6, 2017 – 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, September 6, 2017 at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Mr. Oscar Boudreaux.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the August 2, 2017 meeting were reviewed and approved on a motion made by Councilor Acosta; seconded by Councilor LeBlanc and adopted.

**ADDITIONS TO THE AGENDA**

None

**PUBLIC COMMENTS**

Mrs. Jessica Wicks, a resident of Sugar Hollow Subdivision addressed the council regarding the drainage and flooding issue in the subdivision. Mayor Toups thanked Mrs. Wicks for attending the meeting and informed her that the item was on the agenda for discussion and at that time the public will be invited to ask questions and express their concerns to the Council.

**CORRESPONDENCE**

None

**OPEN EARLY REQUEST**

Mayor Toups stated that the Town received a request from Mrs. Linda Crosbie of Chuck’s to open early on Sunday, September 10th for the Oldies but Goodies Poker Run given by West Baton Rouge Tourist Center. A motion approving the request to open early was made by Councilor Kelley; seconded by Councilor Parrish and adopted.

**REPUBLIC SERVICE – DUMPSTER CONTRACT**

A motion authorizing Mayor David Toups to sign the Republic Service Dumpster Contract was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted.

**2017-2018 GRASS CUTTING – BID OPENING**

Mayor Toups asked three times for bids from those present for the 2017-2018 Grass Cutting Contract and no other bids were submitted. Town Attorney, Mr. Dana Larpenteur, opened the one and only bid submitted by Collins Mowing and let it be known that all required documents were included. A motion to accept the bid submitted by Collins Mowing in the amount of $2,445.00 per month and authorizing Mayor David Toups to sign the contract commencing October 1, 2017 and ending on or before September 30, 2018 was made by Councilor Acosta; seconded by Councilor Cazes and adopted.

**2017 ROAD IMPROVEMENT PROJECT – ACCEPTANCE OF BID**

Town Engineer, Mr. Oscar Boudreaux advised that three (3) bids were received for the 2017 Road Improvement Project. In review of the bids submitted to the Town of Addis on August 22, 2017, he recommended the acceptance of the lowest bid of $254,268.62 submitted by R.J. Daigle & Sons Contractors, Inc. of Gonzales LA. A motion awarding the construction contract for the 2017 Road Improvement Project to the low bidder, R.J. Daigle & Sons Contractors, Inc. of Gonzales, LA, in the amount of $254,268.62 and authorizing Mayor David Toups to sign the contract was made by Councilor Cazes; seconded by Councilor LeBlanc and adopted. Councilor Acosta abstained from the vote because he is an officer of the company.

**PROJECT UPDATES**

Mr. Boudreaux advised that the bids for Addis Place Subdivision Rehabilitation Project have been postponed due to an issue regarding access to the sewer lines. He went on to say that fences and any other structure that is located on the servitude will need to be removed in order to proceed with the project. Mayor Toups stated that he would like to have a letter drafted and hand delivered to the homeowners to notify them of the upcoming project and how their property may be affected. Councilor Acosta suggested that the letter include the date and time of a meeting to be held to discuss the project and address any questions or concerns that the residents may have. Mr. Boudreaux stated that he would like to start the project mid to late October, so the letters must be sent out as soon as possible. The Council scheduled the meeting for September 27th at 6:00 p.m. to be held at Addis Town Hall.

**SUGAR HOLLOW DRAINAGE**

Councilor Acosta informed those present that the Town of Addis is working diligently along with West Baton Rouge Parish, Union Pacific Railroad and DSLD to improve the drainage in the subdivision. He discussed the short-term and long-term plans to address the issue such as cleaning ditches, re-routing the water and making sure that all ditches and culverts are clear of any and all obstructions to ensure proper flow. A representative from WBR Parish informed the residents that they are planning to widen the south ditch approximately 5 to 8 feet to increase the capacity. Questions regarding public servitudes and fences were addressed by Mr. Toby Easterly with DSLD Homes. Mayor Toups assured the residents that the Town will continue to work on the drainage until the problem is resolved. Mrs. Jessica Wicks thanked the Town for acknowledging that there is an issue and working towards a resolution.

**MUNICODE PROPOSAL**

A motion to table the agenda item until the October 4th meeting was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted.

**REDFLEX TRAFFIC SOLUTIONS**

A motion to table the agenda item until the October 4th meeting was made by Councilor Acosta; seconded by Councilor Cazes and adopted.

**REPORTS**

**Parish Council:** Parish President Riley Berthelot reported on many projects that the Parish is working on. He informed everyone that the lights along Laws Road are up and should all be working. He reported that the extension of the Levee Trail Project has begun and the First Street Road Overlay Project is scheduled to begin towards the end of September.

**Police Report:** The police report for the month of August was provided by Chief Ricky Anderson and included 206 citations; 20 misdemeanor arrests; 1 felony arrest; and 9 vehicle crashes worked. The **Misdemeanor Arrests** included 6 Disturbances, 9 Warrants, 2 Traffic, 2 Damage to Property and 1 Improper Telecommunication. The **Felony Arrest** included 1 Narcotic.

**Sewer Report:** The sewer report for the month of August was read by Mayor Toups and included 110 equipment failures, 31 jammed pumps, 1 tank installation, 1 tank relocation, 2 electrical relocations, 1 discharge line relocation and 25 Scada calls.

**Planning & Zoning Commission:**

1. **Secretary Re-Appointment –** A motion to re-appoint Ms. Velma Stewart as Secretary of the Planning & Zoning Commission was made by Councilor Kelley; seconded by Councilor Acosta and adopted.
2. **Commissioner Resignation –** Mayor Toups announced that Ms. Nell Pepitone resigned from the Planning & Zoning Commission as of August 16, 2017. A motion to appoint Mr. Ray Lejeune, Sr. to the Planning & Zoning Commission was made by Councilor Parrish; seconded by Councilor Cazes and adopted.
3. **Home Occupation Request – Monyelle Jones –** The Council reviewed and discussed Ms. Jones’ request for a Home Occupation License to operate an online business selling beauty products via Amazon. A motion approving the request was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted.
4. **Variance Request –Owen & Scarlet Callicoatte –** Mrs. Callicoatte presented her request to the Council stating that her and her husband are asking for a hardship variance which would allow them to move a new mobile home on their property where they currently reside for their daughter to live temporarily. After review and discussion, a motion approving the hardship variance request for one year was made by Councilor LeBlanc; seconded by Councilor Parrish and adopted.
5. **Subdivision of Property – Bearing Point Properties – All Star Resources –** Mr. Geoff Wilson with Sigma Consulting Group spoke on the Subdivision of Property request. He stated that they are requesting to subdivide Tract 3-B which is currently zoned R-80 into 43 lots. After Mr. Wilson informed the Council of the request, Mayor Toups opened a Public Hearing. After hearing no questions or comments, the Public Hearing was closed and turned over to the Council for review. Upon the request of Councilor LeBlanc, Parish President Riley Berthelot provided an update on the extension of the frontage road. Councilor Acosta inquired about the drainage study as well as the DOTD traffic study. After further discussion, a motion to approve the request for Subdivision of Property of Tract 3-B to include 43 new, single-family homes was made by Councilor Acosta; seconded by Councilor Cazes and adopted. A copy of the preliminary plat is attached to and made a part of these minutes.
6. **Rezoning & Subdivision of Property – Triple B Ranch**
	1. **Rezoning Request – Public Hearing & Action:** Mr. Todd Berthelot with Triple B Ranch informed the Council that they are requesting to rezone the property defined as Tract-B located in Sunset Lakes Subdivision to

R-60, adding thirty (30) lots with a minimum of seventy (70') foot frontages. After further explanation of the request, Mayor Toups opened a Public Hearing. After hearing no questions or comments, the Public Hearing was closed and turned over to the Council for review. The Council along with Mr. Oscar Boudreaux discussed the potential impact that the additional lots may have on the sewer system. After further review and discussion, a motion to approve the request for Rezoning of Property was made by Councilor Acosta and seconded by Councilor LeBlanc. The motion was adopted on the following roll call vote: Yeas: Acosta, Cazes, Kelley, LeBlanc, Parrish; Nays: None; Abstaining: None.

* 1. **Subdivision of Property Request – Public Hearing & Action:** Mr. Todd Berthelot then presented his request for Subdivision of Property. Mayor Toups opened a Public Hearing. After hearing no questions or comments, the Public Hearing was closed and turned over to the Council for review. A motion to approve the Subdivision of Property of Tract-B located in Sunset Lakes Subdivision, adding thirty (30) lots with a minimum of seventy (70') foot frontages was made by Councilor Acosta and seconded by Councilor LeBlanc. The motion was adopted on the following roll call vote: Yeas: Acosta, Cazes, Kelley, LeBlanc, Parrish; Nays: None; Abstaining: None. A copy of the preliminary plat is attached to and made a part of these minutes.

**INTRODUCTION OF ORDINANCES**

A motion to introduce an ordinance requiring that a permit be obtained from the Town Hall prior to the construction and installation of fences and location of temporary structures on lots in the Town of Addis was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**COMMITTEE REPORTS**

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

**Police:** A motion declaring the two (2), unused police cars as surplus and authorizing the advertisement for bids was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**Personnel:** No report was provided.

**Sewer:** Mayor Toups reported that the new sewer rates went into effect and it appears the average bill has increased by $10-$12.

**Drainage:** Mayor Toups reported that the Town rented a pump for Sugar Hollow Subdivision to help minimize the amount of water in the street during the last rain event and it seemed to work well.

**Buildings:** Mayor Toups reported that the Railroad Park Project is scheduled to begin Friday, September 8th.

**Streets and Roads:** No report was provided.

**EXECUTIVE SESSIONS**

An Executive Session was not held.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 8:20 p.m. on a motion made by Councilor Kelley; seconded by Councilor LeBlanc and adopted.

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

 Town Clerk Mayor