**TOWN OF ADDIS MINUTES**

**REGULAR MEETING – SEPTEMBER 4, 2019**

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, September 4, 2019. The Pledge to the Flag was led by Representative Jeremy Lacombe.

**ROLL CALL**

Present: Mayor David Toups; Councilors Wilson Cazes, Tate Acosta, Kevin LeBlanc, Rusty Parrish.

Absent: Councilor Rhonda Kelley

**MINUTES**

The minutes of the regular meeting of August 7, 2019 were approved on a motion by Councilor Cazes; seconded by Councilor LeBlanc and adopted unanimously by those present.

**ADDITIONS TO AGENDA**

The following items were added to the agenda on a motion by Councilor LeBlanc; seconded by Councilor Parrish and adopted unanimously.

* 2019-2020 LGAP Application – Resolution of Support
* Republic Services Solid Waste and Recycling Contract
* Executive Session – Police Personnel

**PUBLIC COMMENTS**

Ms. Alessia Mitchell was introduced. She spoke on behalf of The Source, an organization she has formed to help troubled children get their lives back on track. She advised that she has kids between the ages of 12-19 with the oldest presently in the group is 17. She would like to be contacted if the Town is in need of volunteers which any of these individuals could be assigned to. Mayor Toups thanked Ms. Mitchell for coming to the meeting and asked her to go by the office and leave her contact information.

**CORRESPONDENCE**

Mayor Toups advised on the following items:

* Hazardous Materials Collection day will be held on Saturday, September 28, 2019 at Alexander Park in Brusly from 8:00 a.m. until 12 noon.
* DOW Westside YMCA Annual Charity Auction Celebration will be on Thursday, September 26, 2019 from 6:00 p.m. until 9:00 p.m. at the Addis Community Center.
* Oldies but Goodies Fest & BBQ Cook-Off will be held on Saturday and Sunday, September 14th and 15th in Port Allen. There will be cook offs, a car show, a poker run and bands throughout the weekend.
* WBR Parish President’s Meet & Greet will be on Tuesday, September 10, 2019 from 6:00 p.m. to 10:00 p.m. at the Addis Community Center.

**CHUCK’S FISHBOWL, LLC. – OPEN EARLY REQUEST**

A request to open Chuck’s Fishbowl early, at 10:00 a.m., on Sunday, September 15th for the Oldies but Goodies Feast Poker Run was approved on a motion by Councilor Parrish; seconded by Councilor LeBlanc and adopted.

**OPEN CONTAINER PERMIT – FALL 2019 LIVE AT FIVE ON THE WESTSIDE**

A motion was made by Councilor Cazes; seconded by Councilor Parrish, to approve the open container permit for the Town’s Live at Five events on October 11th, November 8th, November 22nd and December 6th. The motion was adopted unanimously by those present.

**2019-2020 HIGHWAY GRASS MOWING**

Mayor Toups asked three times for bids from those present for the 2019-2020 Grass Cutting Contract and no other bids were submitted. The Town Attorney 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 $2,495.00 per month and authorizing Mayor David Toups to sign the contract commencing October 1, 2019 and ending on or before September 30, 2020 was made by Councilor Acosta; seconded by Councilor Parrish and adopted unanimously by those present.

**REPRESENTATIVE JEREMY S. LACOMBE – LEGISLATIVE UPDATE**

Representative Jeremy LaCombe was introduced and spoke on behalf of his candidacy for reelection to the State of Louisiana House of Representatives. Following his presentation, Mayor Toups and the Council thanked him for his service in the past and wished him luck on the upcoming election.

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

**BERNHARDT PUMP STATION – FINAL ACCEPTANCE:** A motion was made by Councilor Acosta; seconded by Councilor Cazes to approve the Final Acceptance on the Bernhardt Pump Station. The motion was adopted unanimously by those present.

**ACADIAN CROSSING/BERNHARDT FORCE MAIN – BALANCING CHANGE ORDER**: A motion was made by Councilor

Acosta; seconded by Councilor Parrish to ratify Mayor Toups’ signature, thereby approving the Balancing Change Order on the Acadian Crossing/Bernhardt Force Main project. The motion was adopted unanimously by those present.

**LDEQ/SRF LOAN PROJECTS:** Mr. Boudreaux provided the following project updates.

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**. This project is complete and operational.
3. **Bernhardt Pump Station Upgrade – EES Project No. 1607**. This project is complete and operational.
4. **YMCA Force Main – EES Project No. 1627.** This project has been on hold because of the high water in the River. The water level has dropped to 11’, so the Contractor should be back on the job within a week and a half.

**TOWN FUNDED PROJECTS:**

1. **Sugarmill Parkway Upgrade – EES Project No. 1808**. – This project is proceeding. It was delayed waiting for the water to drop in the river

**NOTICE OF ABATEMENT – BIBLE PROPERTY – 4554 MOLAISON STREET**

A lengthy discussion was held on the “clean-up” of the Bible property in Town. Mayor Toups advised that letters were sent to the owners stating that the property should be abated by October 1, 2019. Mr. Bible asked that they be given until the first of the year to complete the clean-up. Following further discussion, it was decided that this item will be discussed further and an update on the clean-up be provided at the October meeting of the Mayor and Council.

**MONTHLY REPORTS**

**Parish Council:** Parish representatives, Mr. Kirk Allain and Mr. “Fish” Kershaw reported on the following:

1. They reported that the construction of the new water line is still in progress and on schedule.
2. The Parish has renewed their contract with Republic Services for garbage pick-up and recycling.
3. A case of West Nile has been identified in the Parish, so the Parish will spray the whole Parish in an effort to eliminate the threat in the area.

**Police Report:** The police report for August 2019, given by Chief Anderson, included 84 traffic citations written; there were 22 misdemeanor arrests; 11 felony arrests; and 5 vehicle crashes. The Misdemeanor Arrests were one simple assault; one theft; and 19 Narcotics. The felony arrests were 11 Narcotics.

**Public Works:** Phil reported that the slope mower is out with an electronic problem. It is at the manufacture for diagnosis and repair. Grass Cutting has been taking place every six days or so. The culverts in River Landing were checked and cleaned, where necessary. More drainage work will be done during the next couple of weeks.

**Sewer:** Phil reported 61 residential and commercial equipment calls; 30 lift station equipment calls for a total of 91 calls; and 203 LA One Call tickets completed, 19 new construction tie-in inspections and one electrical relocation for a total of 223 ‘other service’ calls.

**Planning and Zoning Commission:**

1. **Application for Home Occupation – Mark Collins, Jr.** A request for a Home Occupation license for the Assembly of custom-made fishing rods was presented by Mr. Mark Collins, Jr. Mr. Collins’ request was approved by the Planning & Zoning Commission at their August meeting. A motion was made by Councilor Acosta; seconded by Councilor LeBlanc to approve the Home Occupation as requested by Mr. Mark Collins, Jr. The motion was adopted unanimously by those present.
2. **Application for Home Occupation – Alison Lawson:** Ms. Lawson presented a request for a Home Occupation to make costume jewelry, prayer beads and rosaries in her home at 3893 Union Drive, Addis.

Her request for the Home Occupation was approved on a motion by Councilor Acosta; seconded by Councilor LeBlanc and adopted unanimously by those present.

**2019-2020 LGAP APPLICATION – RESOLUTION OF SUPPORT**

A motion was made by Councilor Acosta; seconded by Councilor Cazes, authorizing Mayor David H. Toups to apply for a grant in the amount of $35,000.00 through the Local Government Assistance Program (LGAP); to install culverts and catch basins in public drainage ditches; to help ensure adequate and maintenance-free drainage, which will benefit the residents of the Town of Addis with a “permanent” drainage solution while improving the health and safety by closing exposed ditches. The motion was adopted unanimously by those present.

**REPUBLIC SERVICES SOLID WASTE AND RECYCLING CONTRACT**

Mayor Toups advised that the garbage/recycling contract is due for renewal. A resolution was offered by Councilor Cazes; seconded by Councilor LeBlanc to authorize Mayor Toups on behalf of the Town of Addis, Louisiana, to enter into an extension of the local service agreement regarding garbage collection with the Parish of West Baton Rouge and authorizing him to sign all documents necessary to accomplish the same. The motion was adopted unanimously by those present. A complete copy of the resolution is attached to and made a part of these minutes.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

None. Mr. Ray LeJeune approached the Council and suggested revisiting the Ordinance pertaining to building height requirements. Short discussion followed, and it was decided that this matter will be discussed further for a possible amendment to the present Ordinance.

**INTRODUCTION OF ORDINANCES**

None

**COMMITTEE REPORTS**

**Finance:**

1. A motion was made by Councilor LeBlanc; seconded by Councilor Cazes to pay bills found in order. The motion was adopted unanimously.
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. Mayor Toups advised that he would like the yearly employee banquet to be held on Thursday, November 14, 2019. A motion was made by Councilor Acosta, 2nd by Councilor LeBlanc to expend funds necessary to hold the annual employee meeting and banquet on November 14, 2019. The motion was adopted.

**Police:** None

**Personnel:** Mr. Larpenteur advised that he spoke with the firm of Kean Miller to help the Town with the review and preparation of the Town’s personnel manual. A cost of $9,500.00 was originally submitted by them. A motion was made by Councilor Acosta; seconded by Councilor LeBlanc. to authorize Mayor Toups and/or Mr. Larpenteur to begin the process and negotiate a cost for Kean Miller to help with the review and preparation of the Town’s personnel manual at a cost not to exceed $10,000.00. The motion was adopted unanimously by those present.

**Sewer:** None

**Drainage:** Mayor Toups advised that there was some water standing during the last big rain event. It seemed that the water basically drained off quickly. There was some problem with water on the road in Sunset Place; however, the contractor has done some work in that area which seems to have helped the drainage of the water. Problems were minimal following a 3-inch rain.

**Buildings:** None

**Streets and Roads:** Councilor Parrish suggested that the Town consider adopting standard residential speed limits. Mayor Toups also advised that an inventory of signs need to be made.

**EXECUTIVE SESSION**

At 7:32 p.m. a motion to go into Executive Session to discuss Police Personnel was made by Councilor LeBlanc; seconded by Councilor Parrish and adopted unanimously by those present.

A motion to return to Regular Session was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted unanimously by those present. Mayor Toups advised that the reason of the Executive Session was to discuss police personnel.

As a result of Executive Session, a motion was made by Councilor LeBlanc; seconded by Councilor Parrish to accept the recommendation of Chief Anderson and hire Wayne Keith Lee , Jr. as a full-time police officer at a starting rate of $14.25 per hour. The motion was adopted unanimously by those present.

A motion was made by Councilor Acosta; seconded by Councilor Parrish to hire Randall Steven Turner as a Reserve non-paid officer. The motion was adopted unanimously by those present.

**ADJOURN**

The meeting was adjourned at 7:43 p.m. on a motion by Councilor Parrish; seconded by Councilor LeBlanc and adopted unanimously by those present.

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

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