TOWN OF ADDIS MINUTES

November 1, 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, November 1, 2017 at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Lester Poirrier.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the October 4, 2017 meeting were reviewed and approved on a motion made by Councilor Kelley; seconded by Councilor Parrish and adopted.

**ADDITIONS TO THE AGENDA**

Mayor Toups requested to add Town of Addis Engineer, Mr. Oscar Boudreaux to the agenda so he can provide everyone with project updates. A motion to amend the agenda as requested was made by Councilor Parrish; seconded by Councilor Kelley and adopted.

**PUBLIC COMMENTS**

Mr. Lester Poirrier addressed the Council about the drainage near his home. Mayor Toups stated the main drainage issue in Sugar Hollow subdivision is being addressed at this time.

Mr. Basil of 3882 Plantation Ridge Drive addressed the Council about the sewer issue at their residence. Mayor Toups informed the Council that there was a sewer back-up in the home and the Town called Guarantee Restoration Services to go into the home and perform emergency clean-up services and has received an invoice in the amount of $2,578.21 for the clean-up. Guarantee Restoration also evaluated the cost of the damages in the home at $15,192.35. He went on to say that the Town filed an insurance claim and since then received a letter stating that the Town of Addis was not found at fault and denied the claim. After further review and discussion, a motion to proceed with payment of the invoice for clean-up services in the amount of $2,578.21 was made by Councilor Parrish; seconded by Councilor LeBlanc and adopted. Town Attorney, Mr. Dana Larpenteur suggested that Mr. & Mrs. Basil contact their insurance company as well to inform them of the situation. A motion to have Guarantee Restoration Services begin repairs to the home at the cost of $15,192.35 and also move forward with further investigation to determine the actual cause of the back-up; and that the Town of Addis be reimbursed for expenses incurred by either the Homeowners Insurance or the Towns Insurance if the study proves that the Town of Addis was not at fault, was made by Councilor Acosta; seconded by Councilor Cazes and adopted.

**CORRESPONDENCE**

None

**ADDIS PLACE SUBDIVISION SANITARY SEWER REHABILITATION – ACCEPTANCE OF BID**

In review of the bids submitted on October 6, 2017 for the Addis Place Subdivision Sanitary Sewer Rehabilitation Project, Mr. Oscar Boudreaux recommended award of a construction contract to the low bidder, InsituformTechnologies, LLC of Chesterfield, MO, in the amount of $356,549.00. He went on to say that LDEQ has submitted a list of forms and documents that they are requesting before approving the project. He asked that the Council authorize the Mayor to sign the contracts contingent upon LDEQ approving the project. A motion authorizing Mayor David Toups to sign the construction contracts to move forward with Addis Place Subdivision Sanitary Sewer Rehabilitation Project contingent upon LDEQ approval was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted.

**OSCAR BOUDREAUX – PROJECT UPDATES**

**2017 Road Project –** Mr. Boudreaux provided the Council and the public with an update stating that asphalt is scheduled to be down by Tuesday or Wednesday. A resident of Acadian Crossing addressed his concerns with the project. Councilor Acosta stated that the project has taken longer to complete due to the rain and it was a special project because the road had to be completely re-done and it’s hard to do that when it’s the only way in and out. He suggested that the residents call the phone number that is listed on the flyer that was provided to them prior to construction if they have any questions.

**Sunset Place Subdivision** - Mayor Toups informed everyone that in the beginning of 2017, the Town received money from FEMA for Hurricane Gustav and also the August 2016 flood, which totals $142,000. Of that money, $72,000 must be used to repair roads that were flooded and Sunset Place Subdivision was one of the areas affected. He went on to say that after taking a look at the 2017 Income and Expenditures thus far, the Town has a surplus budget and there is extra money that can be used to repair the roads in Sunset Place Subdivision depending on the cost of the project. Mayor Toups stated that he approached Mr. Oscar Boudreaux and Mr. Dana Larpenteur to discuss the possibility of doing a change order on the existing Road Project contract, which was bid out 30-35 days ago. He stated that this could be discussed later in the meeting when reviewing the 2017 Budget revisions if the Council wishes to do so.

**Sugar Hollow Drainage –** Mr. Boudreaux stated that the culvert camera project is not complete, but reported on what has been found so far. Mayor Toups asked Mr. Boudreaux to provide him at least three names/companies that could do a drainage study in the area.

**REPORTS**

**Parish Council:** Due to budget meetings, no one from the Parish was able to attend the meeting. Mayor Toups stated that the First Street project will be completed soon once the striping and signs are done.

**Police Report:** The police report for the month of October was provided by Chief Ricky Anderson and included 135 traffic citations; 11 misdemeanor arrests; 0 felony arrest; and 5 vehicle crashes worked. The **Misdemeanor Arrests** included 3 Disturbances, 6 Warrants and 2 Battery Charges on a School Bus Driver.

**Sewer Report:** The sewer report for the month of October was read by Mayor Toups and included 14 equipment failures, 9 jammed pumps and 11 Scada calls.

**Planning & Zoning Commission:**

1. **Nikita Green – Application for Variance –** Ms. Richardson presented her request to the Council stating that her and her husband would like to replace the mobile home that they currently reside in with a new mobile home, which would meet current Addis codes. The property is located at 7674 First Street. It came into question whether this would be a “grandfathered in” issue or if she would be allowed to apply for a variance because there are two residencies on one (1) lot. Mrs. Green informed the Council that she does not own the property; it is a family owned lot. After review and discussion, a motion approving the variance request was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted.
2. **Kendrick Williams – Home Occupation Application** - The Council reviewed and discussed Mr. Williams’ request for a Home Occupation License to operate a lawn maintenance and landscaping business from his residence located at 4357 Boulevard Acadian. A motion approving the request was made by Councilor Parrish; seconded by LeBlanc and adopted.
3. **Emily McGehee – Home Occupation Application -** The Council reviewed and discussed Ms. McGegee’s request for a Home Occupation License to operate an online business selling clothing and accessories. A motion approving the request was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2017-5 (Fence & Temporary Structure Permits) –** Councilor Acosta stated that the ordinance is not ready to submit for review and discussion. Mayor Toups stated that it was published to be discussed at this meeting, so he opened a Public Hearing. After brief discussion, the Public Hearing was then closed. A motion to table the agenda item to the December 6th Town Council meeting was made by Councilor Acosta; seconded by Councilor Parrish and adopted.

**Ordinance 2017-6 (Rental Property & Occupancy Permits) –** Mayor Toups stated that the ordinance has not been completed, but opened a Public Hearing since it was advertised for this meeting. After hearing no comments, the Public Hearing was closed. A motion to table the agenda item to the December 6th Town Council meeting was made by Councilor Cazes; seconded by Councilor Acosta and adopted.

**Ordinance 2017-7 (2017 General & Sewer Budget Amendments)** – After reading aloud the adjustments of the proposed revised budgets, Mayor Toups opened a Public Hearing. After hearing no comments from the public, the Public Hearing was closed and turned over to the Council for review. After further review and discussion, a motion to adopt Ordinance 2017-7, which approves the revised 2017 General and Sewer Budgets as presented was made by Councilor Parrish; seconded by Councilor LeBlanc. The motion was adopted on the following roll call vote: Yeas: Acosta, Cazes, Kelley, LeBlanc and Parrish; Neas: None; Abstained: None; Absent: None. A copy of the adopted revised 2017 Budgets are attached to and made a part of these minutes.

**2017 ROAD PROJECT – CHANGE ORDER – SUNSET PLACE**

A motion to amend the agenda to add this item was made by Councilor Cazes; seconded by Councilor Kelley and adopted. Councilor Acosta abstained because he is an employee of the contracted company.

A motion authorizing the Mayor with the advice of the Town Engineer, Mr. Oscar Boudreaux to issue a change order in compliance with LRS 38:2211 (3) (c), which is a change order within the scope of the contract provided that it complies with the requisites of LRS 38:2212 (M) particularly that it does not deviate from any unit prices in the initial contract was made by Councilor LeBlanc; seconded by Councilor Kelley. The motion was adopted on the following roll call vote: Yeas: Cazes, Kelley, LeBlanc and Parrish; Neas: None; Abstained: Acosta; Absent: None. Councilor Acosta abstained because he is an employee of the contracted company.

**INTRODUCTION OF ORDINANCES**

None

**COMMITTEE REPORTS**

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

**Police:** Chief Anderson requested to meet with each Council member individually to discuss Redflex Traffic Cameras.

**Personnel:** No report was provided.

**Sewer:** No report was provided.

**Drainage:** No report was provided.

**Buildings:** Mayor Toups provided an update on the repairs to the Addis Civic Center/Old Fire Station building. He stated that the contractor found some water damage that needs to be repaired so a change order has been submitted. A motion approving the change order for the water damage repairs was made by Councilor Cazes; seconded by Councilor Parrish and adopted. Mayor Toups also reported that the Town Hall roof repairs are almost complete.

**Streets and Roads:** None

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss possible litigation at 7:57 p.m. was made by Councilor Cazes; seconded by Councilor LeBlanc and adopted. A motion to return to the General Meeting was made by Councilor Kelley; seconded by Councilor Cazes and adopted.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 8:15 p.m. on a motion made by Councilor LeBlanc; seconded by Councilor Cazes and adopted.

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

 Town Clerk Mayor