TOWN OF ADDIS MINUTES

December 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, December 6, 2017 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

Absent: Councilors LeBlanc, Parrish

**MINUTES**

The minutes of the November 1, 2017 meeting were reviewed and approved on a motion made by Councilor Kelley; seconded by Councilor Cazes and adopted.

**ADDITIONS TO THE AGENDA**

Chief Anderson requested adding an Executive Session for police. A motion to approve the addition to the agenda was made by Councilor Kelley; seconded by Councilor Cazes and adopted.

**PUBLIC COMMENTS**

There were no public comments.

**CORRESPONDENCE**

Mayor Toups reported that he received an email from Union Pacific Railroad advising that the main crossing on Peter Messina Road will be closed for approximately 6 hours on December 11th for repairs.

**2017 AUDIT CONFIRMATION LETTER**

A motion authorizing Mayor Toups to sign the 2017 Audit Confirmation letter was made by Councilor Acosta; seconded by Councilor Cazes and adopted.

**JANITORIAL SERVICE BIDS**

Mayor Toups advised that the Town did not receive any Janitorial Service bids prior to the meeting. He asked for bids from anyone in the audience and none were submitted.

**REDFLEX CAMERA SOLUTIONS**

A motion to not proceed and not enter into an agreement with Redflex Traffic Camera Solutions was made by Councilor Kelley; seconded by Councilor Cazes. The motion was adopted on the following roll call vote: **Yeas**: Acosta, Cazes, Kelley; **Nays**: None; **Absent**: LeBlanc, Parrish; **Abstaining:** None.

**REPORTS**

**Parish Council:** Mayor Toups stated that no one from the Parish could attend the meeting and that he did not have anything new to report. Councilor Acosta reported that the Levee Walking Trail Project is on hold as of right now.

**Police Report:** The police report for the month of November was provided by Chief Ricky Anderson and included 161 traffic citations; 10 misdemeanor arrests; 3 felony arrests; and 6 vehicle crashes worked. The **Misdemeanor Arrests** included 2 Disturbances and 8 Warrants. The **Felony Arrests** included 2 Narcotic and 1 Theft of a Firearm.

**Sewer Report:** The sewer report for the month of November was read by Mayor Toups and included 28 equipment failures, 12 jammed pumps, 23 Scada calls and one new pump installation in Acadian Crossing I. Mayor Toups advised that we did receive a few applications for the open position and he has interviewed one of those applicants.

**Planning & Zoning Commission:**

1. **Sugar Mill Plantation Subdivision 13th Filing – Final Plat** – Mayor Toups reported that they did the final walk through for the 13th Filing. Mr. Dennis Carlin presented the Final Plat to the Council for review and consideration. After brief review and discussion by the Council, a motion to approve the Final Plat for the 13th Filing of Sugar Mill Plantation Subdivision was made by Councilor Acosta; seconded by Councilor Cazes .The motion was adopted on the following roll call vote: **Yeas**: Acosta, Cazes; **Nays**: Kelley; **Absent**: LeBlanc, Parrish; **Abstaining:** None.

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2017-5 (Fence & Temporary Structure Permits) –** Councilor Acosta advised the Public and the Council on the intent and purpose of Ordinance 2017-5. Mayor Toups then opened a Public Hearing. After hearing no questions or comments, Mayor Toups closed the Public Hearing and turned it over to the Council for review. A motion was made by Councilor Acosta; seconded by Councilor Kelley to approve Ordinance 2017-5 as written, “AN ORDINANCE SUPPLEMENTING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, ARTICLE II *BUILDING CODE*, ADDING SECTION 5.20 – FENCE AND TEMPORARY STRUCTURES REQUIRING THE ACQUISITION OF A PERMIT BEFORE CONSTRUCTING A FENCE OR TEMPORARY STRUCTURES; PROVIDING FOR PRIOR APPROVAL OF ANY FENCE AND/OR TEMPORARY STRUCTURE TO BE BUILT ON PUBLIC SERVITUDE WITHIN THE TOWN OF ADDIS”. The motion was adopted on the following roll call vote: **Yeas**: Acosta, Cazes, Kelley; **Nays**: None; **Absent**: LeBlanc, Parrish; **Abstaining:** None.

**Ordinance 2017-6 (Rental Property & Occupancy Permits) -** Mayor Toups explained the intent of Ordinance 2017-6 and reported that the Ordinance is still incomplete at this time. He then proceeded with the Public Hearing since it was advertised for this meeting. After brief discussion, the Public Hearing was closed and a decision was made to discuss the Ordinance further at a later date after more research is done and the language of the Ordinance is complete.

**INTRODUCTION OF ORDINANCES**

**Ordinance 2017-8 (2018 General Fund Budget) -** A motion to introduce an ordinance to adopt the 2018 General Fund budget with a public hearing and action to take place at a special meeting of the Mayor and Town Council to be held on Wednesday, December 20th at 6:00 p.m. was made by Councilor Cazes; seconded by Councilor Kelley and adopted.

**Ordinance 2017-9 (2018 Sewer Enterprise Fund Budget) -** A motion to introduce an ordinance to adopt the 2018 Sewer Enterprise Fund budget with a public hearing and action to take place at a special meeting of the Mayor and Town Council to be held on Wednesday, December 20th at 6:00 p.m. was made by Councilor Cazes; seconded by Councilor Kelley and adopted.

**COMMITTEE REPORTS**

**Finance:** Amotion to pay the bills found in order was made by Councilor Acosta; seconded by Councilor Cazes and adopted. Mayor Toups also reminded everyone about the Special Meeting scheduled for Wednesday, December 20th at 6:00 p.m.

**Police:** No report was provided.

**Personnel:**

**2018 Holidays:** The following holidays were approved for 2018 on a motion by Councilor Acosta; seconded by Councilor Kelley and adopted: **New Year’s Day** - Monday, January 1st, **Civil Rights’ Day (MLK)** - Monday, January 15th, **Mardi Gras** - Monday, February 12th & Tuesday, February 13th, **Good Friday** - Friday, March 30th, **Memorial Day** - Monday, May 28th , **Independence Day** - Wednesday, July 4th, **Labor Day** - Monday, September 3rd, **Veteran’s Day** - Monday, November 12th, **Thanksgiving Day** - Thursday, November 22nd, **Thanksgiving Friday** - Friday, November 23rd, **Christmas Eve** – Monday, December 24th, **Christmas Day**—Tuesday, December 25th and **Floating Day** – **New Year’s Eve** – Monday, December 31st.

**Christmas Lunch:** A motion to expend funds necessary for the annual Christmas lunch scheduled to be held on Thursday, December 21st was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**Sewer:** No report was provided.

**Drainage:** Mayor Toups reported that John Artigue has been able to complete more culvert installations due to cooperative weather.

**Buildings:** Mayor Toups reported that the Town Hall roof repairs are complete. He went on to say that the new awnings should be installed on the Civic Center building soon. Chief Anderson suggested that an awning be added to the north end of the police building as well.

**Streets and Roads:** Mayor Toups reported that the project in Acadian Crossing Subdivision is complete and that a Notice to Proceed has been issued for Sunset Place Subdivision.

**EXECUTIVE SESSION**

A motion to go into Executive Session at 6:39 p.m. to discuss possible litigation and police personnel was made by Councilor Kelley; seconded by Councilor Acosta and adopted. A motion to return to the General Meeting was made by Councilor Cazes; seconded by Councilor Kelley and adopted. As a result of the Executive Session, Chief Anderson made a recommendation to the Council to hire Mr. Justin Badeaux as a Reserve Officer for the Town of Addis Police Department. A motion to accept the recommendation was made by Councilor Cazes; seconded by Councilor Kelley and adopted.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned on a motion made by Councilor Kelley; seconded by Councilor Acosta and adopted.

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

 Town Clerk Mayor