TOWN OF ADDIS MINUTES

April 4, 2018 – 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, April 4, 2018 at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Parish President Riley Berthelot, Jr.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the March 7, 2018 meeting were reviewed and approved on a motion made by Councilor Acosta; seconded by Councilor LeBlanc and adopted.

**ADDITIONS TO THE AGENDA**

Upon the request of Mayor Toups, a motion to add the Alcohol Awareness Month Proclamation to the agenda was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

Mayor Toups announced that the Heritage Tour for West Baton Rouge and Pointe Coupee Parishes is scheduled for Saturday, April 21st from 8:30 a.m. until 5:30 p.m.

Mayor Toups then announced that the Baton Rouge Business Report wrote an article on the growing number of homebuyers choosing to purchase homes in West Baton Rouge Parish, and how Sugar Mill Plantation Subdivision in Addis has played a major part in attracting young buyers to the area.

**FINANCIAL DISCLOSURE REPORT**

Mayor Toups reminded the Council that the Tier Three Financial Disclosure reports are May 15, 2018.

**OPEN CONTAINER PERMITS**

1. A motion to approve the Open Container Permit for the Town of Addis Live at 5 events on April 6th, April 20th and May 4th, was made by Councilor Kelley; seconded by Councilor Acosta and adopted.
2. A motion to approve the Open Container Permit for Sid Richardson Carbon Company Picnic on April 7th, was made by Councilor Cazes; seconded by Councilor LeBlanc and adopted.
3. A motion to approve the Open Container Permit for the Carli “Jo” LeBlanc Memorial Scholarship Softball Tournament on July 6th-8th, was made by Councilor LeBlanc; seconded by Councilor Parrish and adopted.

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

Mr. Boudreaux provided updates on the following projects.

1. **Sunset Place Road Upgrade** – The project has been accepted as Substantially Completed; the Certificate for Substantial Completion has been filed and we are awaiting the 45-day lien period for final payment.
2. **Addis Place Sewer Rehab** – The high water in the Mississippi River stopped all work within 1500 feet of the levee; Point repair work in the last three cul-de-sacs was stopped; Point repair and sewer service repair work proceeded to front end of subdivision; All repair work in front of subdivision should be completed in two weeks.
3. **Permit Issues with Union Pacific Railroad** – Two major projects are held up because of the railroad review; No word yet on their review.
4. **Sewer Plant Horizontal Rotors** – All parts for rotors should be completed by the end of the week; Contractor feels that the new rotors can be installed in the next three weeks.
5. **LDEQ Projects** – Bernhardt Pump Station has been cleared for bid by LDEQ; Waiting on permits from UPCC and LDHH for Acadian/Bernhardt Force Main and YMCA Force Main.

**ALCOHOL AWARENESS MONTH PROCLAMATION**

Toddie Milstead, Project Coordinator for West Baton Rouge Healthy Community Coalition presented the Alcohol Awareness Month Proclamation. She stated that their mission is to plan and implement strategies to prevent/reduce substance abuse and promote healthy living in West Baton Rouge Parish Communities with a primary focus on youth 18 years and younger. She asked that the Mayor and Town Council support their efforts and proclaim the month of April 2018 as Alcohol Awareness Month. Jonathan Veal, Brusly High School student also spoke about the coalition and their efforts. Mr. Dana Larpenteur then read aloud the proclamation entirely. After further discussion, Mayor Toups then signed the proclamation. A copy of the proclamation is attached to and made a part of these minutes.

**SUGAR MILL PARKWAY – TURN LANE EXTENSION**

Mayor Toups stated that the Town has met with the developers/remaining parties of Sugar Mill Plantation Subdivision and expressed concern regarding the entrance and exit of Sugar Mill Parkway. He then presented the proposed Turn Lane Extension exhibit to the Council and public. Mayor Toups stated that the plan is to add a lane designated for right turns only and back to back raised curb medium to eliminate left turns onto West Frontage Road. Mr. Dennis Carlin with All Star Properties, LLC stated that the project should begin mid-summer.

**MONTE VISTA DRIVE – BACKYARD ISSUES**

Mrs. Veal, resident of Monte Vista Drive, thanked the Mayor and Council for allowing her to come and speak about the issues they are having behind her and her neighbors’ homes. She presented pictures of the drainage swell located behind the homes showing standing water and tall grass. She expressed her concern, stating that the water does not drain properly and it causes an increase in mosquitos, snakes and other rodents coming into her yard. Mrs. Veal stated that it is a hazard and would like to see the issue addressed as soon as possible. Mr. Dennis Carlin with All Star Properties informed the homeowners that even though he did not develop this filing, he has tried to help resolve the issues associated with it by hiring people to hand clean the debris from the ditch as well as hiring a contractor to remove trees that were identified as possible threats. Mayor Toups assured Mrs. Veal and the other residents that the Town will work with developers to alleviate the issue and expect the problem to be solved before the other development projects begin.

**REPORTS**

**Parish Council:**

1. Parish President, Mr. Riley Berthelot, Jr. reported that Kite Fest is scheduled for April 7th & 8th at the West Baton Rouge Soccer Complex in Port Allen.
2. President Berthelot then stated that Mr. Morris Berthelot reached out to him regarding a concern he has with potential flooding and drainage issues due to the elevation of the Cajun Outboard development. He suggested the Town take a look at the servitude and the size of the culverts to ensure this doesn’t become an issue. Mayor Toups stated that he has been in contact with the Parish and has assured Mr. Morris that the Town is monitoring the development and making sure that all the proper steps are being taken. Mayor Toups also stated that he requested that a fence be built to distinguish the residential property from the commercial property.
3. President Berthelot then reported that he has a meeting scheduled to find out the status of the Sid Richardson Road Extension project.
4. President Berthelot also spoke briefly about the Five Parish gas tax legislation.

**Police Report:** The police report for the month of March was provided by Chief Anderson and included 55 traffic citations; 9 misdemeanor arrests; 1 felony arrest; and 11 vehicle crashes worked. The **Misdemeanor Arrests** included 4 Disturbances, 1 Discharge of a Firearm, 2 Warrants and 2 Traffic. The Felony Arrest included Nonconsensual Disclosure of a Private Image.

**Sewer Report:** The sewer report for the month of March was read by Mayor Toups and included 14 equipment failures, 5 jammed pumps and 1 tank installation.

**Planning & Zoning Commission:**

1. **Home Occupation Application**
	1. **Tynet Wesley** – A request by Tynet Wesley for a Home Occupation License to operate a T-shirt printing business was reviewed. The request was approved on a motion made by Councilor LeBlanc; seconded by Councilor Acosta and adopted.
2. **RaceTrac – Subdivision of Property**
	1. **Public Hearing & Action** – Mr. David Patterson representing RaceTrac presented his Subdivision of Property request, which would simply combine two lots to make one large lot. Mayor Toups then opened a Public Hearing. After hearing no comments from the public, the Public Hearing was closed and turned over to the Council for review. A motion to approve the Subdivision of Property as presented was made by Councilor Acosta; seconded by Councilor Cazes and adopted.

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2018-2 -** Dana Larpenteur read the following ordaining clause, “AN ORDINANCE RECOGNIZING THE ADOPTION OF ORDINANCE 10 OF 2018 ADOPTED BY THE WEST BATON ROUGE PARISH COUNCIL CREATING THE WEST BATON ROUGE PARISH HERITAGE TRAILWAY SYSTEM; ADOPTING ALL THE PROVISIONS OF SAID ORDINANCE FOR ALL OF THE WEST BATON ROUGE HERITAGE TRAILWAY SYSTEM LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN OF ADDIS; AND FURTHER PROVIDING THAT THE PROVISIONS, RULES AND REGULATIONS OF THE WEST BATON ROUGE HERITAGE TRAILWAY SYSTEM SHALL BE ENFORCED BY THE TOWN OF ADDIS AS WELL AS THE PARISH FOR ALL OF THE WEST BATON ROUGE HERITAGE TRAILWAY SYSTEM LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN OF ADDIS”. Mayor Toups then opened the Public Hearing. After hearing and addressing questions from the Public, the Public Hearing was closed and turned over to the Council. A motion to approve Ordinance 2018-2 as written and presented was made by Councilor Acosta; seconded by Councilor Parrish and adopted on the following Roll Call Vote: The motion was adopted on the following roll call vote: **Yeas**: Acosta, Cazes, Kelley, LeBlanc, Parrish; **Nays**: None; **Absent**: None; **Abstaining:** None

**Ordinance 2018-3** – Dana Larpenteur read the following ordaining clause, “AN ORDINANCE AMENDING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, **APPENDIX B, SUBDIVISIONS,** BY AMENDING SECTION 12 OF SAID APPENDIX BY ADDING A SECTION 12(E) TO PROVIDE THAT IF A SUBDIVISION PLAT IS SUBMITTED WHICH COMPLIES WITH ALL REQUIREMENTS OF APPENDIX B INCLUDING LOT SIZE, EXISTING FRONTAGE ON AN IMPROVED ROAD AND ALL IMPROVEMENTS REQUIRED BY SECTION 11 OF APPENDIX B THEN THE FINAL PLAT MAY BE APPROVED ADMINISTRATIVELY BY THE MAYOR AND THE CHAIRMAN OF THE PLANNING AND ZONING COMMISSION WITHOUT PUBLIC HEARING AND SUBSEQUENT RATIFICATION OF THE TOWN COUNCIL”. Mayor Toups then opened a Public Hearing. After hearing no comments, the Public Hearing was closed and turned over to the Council. A motion to approve Ordinance 2018-3 as written and presented was made by Councilor Parrish; seconded by Councilor LeBlanc and adopted on the following Roll Call Vote: The motion was adopted on the following roll call vote: **Yeas**: Acosta, Cazes, Kelley, LeBlanc, Parrish; **Nays**: None; **Absent**: None; **Abstaining:** None

**INTRODUCTION OF ORDINANCES**

A motion to introduce Ordinance 2018-4 governing the construction of Hotels and Motels in the Town of Addis and Ordinance 2018-5 amending an existing ordinance to not allow the construction of any structure over three stories high, was made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**COMMITTEE REPORTS**

**Finance:**

1. Amotion to pay the bills found in order was made by Councilor Cazes; seconded by Councilor Acosta and adopted.
2. Mayor Toups informed the Council that the monthly “Budget to Actual Comparison Reports” were included in the meeting packet for review.

**Police:** Chief Anderson stated that while attending the Chiefs Convention, he had the opportunity to speak with a vendor that sells an RFID Evidence Tracking System. He stated that tracking evidence can be a nightmare if you don’t have some sort of system in place. Chief Anderson received a cost proposal in the amount of $14, 307 from C&A Associates, Inc and presented it to the Council for review. He informed the Council that there is also an option to lease the system for three years at a cost of $5,000. Assistant Chief Jones stated that Louisiana State Police Crime Lab is also looking into the system. He stated that they are sending Officer Rico Thomas to school to become certified as an evidence officer.

**Personnel:** None

**Sewer:** None

**Drainage:** None

**Buildings:** None

**Streets and Roads:** Councilor Acosta presented the findings of the road coring report performed by Gulf South Engineering. Based on the findings, they recommend reconstructing Sugar Mill Plantation Parkway. After further review and discussion, the Council decided that it’s best to move forward with the project.

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss personnel was made by Councilor LeBlanc; seconded by Councilor Cazes and adopted. A motion to return to regular session was made by Councilor LeBlanc; seconded by Councilor Parrish and adopted. Mayor Toups stated the purpose for the Executive Session was to discuss Personnel, but no action was needed at this time.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 8:23 p.m. on a motion made by Councilor Acosta; seconded by Councilor Kelley and adopted.

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

 Town Clerk Mayor