TOWN OF ADDIS MINUTES

May 2, 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, May 2, 2018 at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Phil Smith.

**ROLL CALL**

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

Absent: Councilor Parrish

**MINUTES**

The minutes of the April 4, 2018 meeting were reviewed and approved on a motion made by Councilor Acosta; seconded by Councilor Kelley and adopted.

**ADDITIONS TO THE AGENDA**

Upon the request of Mayor Toups, a motion to add an Executive Session to discuss pending litigation involving the Addis Police Department was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted.

**PUBLIC COMMENTS**

Mayor Toups introduced the Town’s newest employee, Phil Smith. He informed everyone that Phil was hired to take on the position of Public Works Director after John Artigue retires later in the year.

Mr. Lester Poirrier asked for an update on the Sid Richardson Road Extension project. Councilor Acosta and Mayor Toups informed Mr. Poirrier that the contract is running and the preliminary work including the surcharge process and installation of box culverts should be completed soon.

**CORRESPONDENCE**

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 Valerie Thibodeaux Benefit to be held June 9th at the Addis Railroad Park from 10a.m.-6p.m. was made by Councilor Acosta; seconded by Councilor Kelley and adopted.
2. A motion to approve the Open Container Permit for the St. John Annual Alumni Softball Tournament to be held August 4th & 5th at Myhand Park was made by Councilor Cazes; seconded by Councilor LeBlanc and adopted.

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

Mr. Boudreaux provided updates on the following projects.

1. **Sunset Place Road Upgrade** – The project is complete and retainage has been submitted for payment.
2. **Addis Place Sewer Rehab** – Work in the back of the subdivision cannot be completed at this time because the Mississippi River is still too high. Lining of all pipes will begin soon.
3. **Bernhardt Pump Station** – Project is out for bid and bids are to be submitted and opened on May 31st at the Town Hall.
4. **Acadian Crossing Force Main** – We are still awaiting permits from Union Pacific Railroad.
5. **YMCA Force Main** – We are still awaiting permits from Union Pacific Railroad.
6. **Sewer Plant Horizontal Rotors** – The new rotors and gear boxes should be installed within the next two weeks.

Additional problems with the rotors on the other oxidation ditch will be reviewed by Mayor Toups.

1. **Drainage Study** – All survey work has been completed. The preliminary report on the Union Pacific (UP) switchyard is complete and Mr. Boudreaux intends to finalize the report and submit it to UP after Town reviews and accepts it. The study shows that all drainage pipes are adequate in size; however, some pipes are constructed too high and some work will be needed by the Town to ensure proper drainage.

**REPORTS**

**Parish Council:** None

**Police Report:** The police report for the month of April was provided by Assistant Chief David Jones and included 120 traffic citations; 9 misdemeanor arrests; 2 felony arrests; and 6 vehicle crashes worked. The **Misdemeanor Arrests** included 3 Disturbances, 1 Theft, 2 Warrants and 3 Damage to Property. The Felony Arrest included 1 Narcotics and 1 Burglary.

**Sewer Report:**

1. The sewer report for the month of April was read by Mayor Toups and included 29 equipment failures and 9 jammed pumps.
2. Mayor Toups stated that Mike Bruno reached out to Wholesale Pumps & Supply to obtain a quote for the purchase of ten (10) new grinder pumps and parts. He stated that the Sewer Department currently only has four (4) on hand. After review and discussion, a motion to approve the purchase of ten (10) new grinder pumps and parts from Wholesale Pumps & Supply in the amount of $24,714.71 was made by Councilor Kelley; seconded by Councilor Cazes and adopted.

**Planning & Zoning Commission:**

1. **Home Occupation Applications**
	1. **Chase Fitzgerald** – Mr. Fitzgerald is requesting to open a business that entails cleaning, waxing and detailing of cars, trucks and boats. The property is zoned for commercial use. Supplies will be stored out of sight in a shed and there will be no signage. After review and discussion, the request presented by Mr. Chase Fitzgerald to operate a Home Occupation at 4244 Main Street was approved on a motion made by Councilor Acosta; seconded by Councilor Kelley and adopted.
	2. **Rose Foster –** Ms. Foster is requesting to open a home daycare business. She stated that she will only care for six (6) children aging from one to twelve years old. Ms. Rose informed the Council that she is certified as a CNA, CPR certified and has plenty of experience with childcare. Councilor LeBlanc asked if her yard is fenced in and Ms. Rose stated that she is working to get that done. After review and discussion, the request presented by Ms. Rose Foster to operate a Home Occupation at 3639 Plantation Ridge was approved on a motion made by Councilor Kelley; seconded by Councilor Cazes and adopted.

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

**Ordinance 2018-4 -** Dana Larpenteur read the following ordaining clause, “AN ORDINANCE SUPPLEMENTING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, ADDING ***CHAPTER 18: HOTELS*** SETTING STANDARDS FOR HOTELS CONSTRUCTED AND OPERATED IN THE TOWN OF ADDIS; PROHIBITING MOTELS AS DEFINED THEREIN; AND REQUIRING COMPLIANCE WITH SPECIFIC REQUIREMENTS FOR HOTEL QUALITY AND ROOM DENSITY”. Mayor Toups then opened the Public Hearing. After hearing no comments, the Public Hearing was closed and turned over to the Council. A motion to approve Ordinance 2018-4 as written and presented was made by Councilor Acosta; seconded by Councilor Cazes and adopted on the following Roll Call Vote: **Yeas**: Acosta, Cazes, Kelley, LeBlanc; **Nays**: None; **Absent**: Parrish; **Abstaining:** None.

**Ordinance 2018-5** – Dana Larpenteur read the following ordaining clause, “AN ORDINANCE SUPPLEMENTING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, ARTICLE II BUILDING CODE, ADDING SECTION 5.4 BUILDING HEIGHT RESTRICTIONS TO PROVIDE THAT NO BUILDING IN THE TOWN OF ADDIS SHALL EXCEED THREE (3) STORIES AND A MAXIMUM HEIGHT OF THIRTY FIVE (35) FEET”. 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 2018-5 as written and presented was made by Councilor Acosta; seconded by Councilor Kelley and adopted on the following Roll Call Vote: The motion was adopted on the following roll call vote: **Yeas**: Acosta, Cazes, Kelley, LeBlanc; **Nays**: None; **Absent**: Parrish; **Abstaining:** None

**INTRODUCTION OF ORDINANCES**

A motion to introduce Ordinance 2018-6 AMENDING THE ZONING ORDINANCE, PARTICLUARLY ZONE C-1 TO EXCLUDE THE CONSTRUCTION OF MOTELS AND APARTMENT HOTELS IN THE TOWN OF ADDIS 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 LeBlanc 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:** None

**Personnel:** Mayor Toups stated that eventually he would like to discuss the possibility of hiring a Code Enforcement Officer.

**Sewer:** None

**Drainage:** Councilor LeBlanc stated that he noticed people are putting trash, including tree limbs and mattresses in the ditch along River Road. Not only is it an eye sore, he is concerned that it will cause a drainage issue if we get a heavy rain. He just wants to make sure that the Town is being proactive about the issue.

**Buildings:** Mayor Toups presented the quote obtained from Superior Flooring & Construction for the Addis Civic Center renovations. After review and discussion, the Council decided to take it under advisement.

**Streets and Roads:** None

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss pending litigation involving the Addis Police Department was made by Councilor LeBlanc; seconded by Councilor Cazes and adopted. A motion to return to regular session was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted. Mayor Toups stated again the purpose for the Executive Session was to discuss pending litigation involving the Addis Police Department.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 7:26 p.m. on a motion made by Councilor Cazes; seconded by Councilor Kelley and adopted.

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

 Town Clerk Mayor