TOWN OF ADDIS MINUTES

 REGULAR MEETING-NOVEMBER 7, 2018

The regular meeting of the Mayor and Town Council for the Town of Addis was called to order by Mayor Toups at 6:00 p.m. on Wednesday, November 7, 2018 and held at the Addis Municipal Building located at 7818 Highway 1 South. The Pledge to the Flag was led by Mrs. Sharon Parrish.

ROLL CALL

Present: Mayor David Toups; Councilors Wilson Cazes, Tate Acosta, Rusty Parrish, Rhonda Kelley

Absent: Councilor Kevin LeBlanc.

**MINUTES**

The minutes of the October 3, 2018 meeting were reviewed and approved on a motion made by Councilor Kelley; seconded by Councilor Acosta and adopted unanimously by those present.

**ADDITIONS TO AGENDA**

None

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

Mayor Toups advised that an invitation was received from Brusly High School for their annual Thanksgiving Luncheon, which will be at 11:30 am on Thursday, November 15, 2018.

The Mayor presented a letter from Cox Communications advising of the renewal of agreements with the various TV stations, and price increases which will take place on or around December 4, 2018.

**OSCAR BOUDREAUX**

Project Updates:

 i. **Addis Place Sewer Rehab:** Mr. Boudreaux advised that the work in Addis Place Subdivision is complete. A survey is currently being conducted to ascertain if the cleanup of property has been done correctly. The results of the survey should be ready by Friday.

 ii. **Bernhardt Pump Station:** Mr. Boudreaux advised that the Loupe pumps have existing steel braces that were seriously deteriorated. Change Order No. 1 provides new skids and motor mounts for outdoor usage. The project is nearing completion and should be operational by the end of 2018.

 Change Order #1 in the amount of an additional $8,562.79 was approved on a motion by Councilor Acosta; seconded by Councilor Parrish and adopted unanimously by those present.

 iii. **YMCA Force Main:** The Notice to Proceed has been issued. The contractor has met with the Levee District about storage and assembly of pipe on the levee side of River Road. The Contractor anticipates directional drilling first along River Road once the water level in the river dips below 11.0 feet MSL at the Carrollton gauge in New Orleans. Stoppage of work on the River Road is anticipated once the river rises in the spring. Hopefully, most of the work will be completed by then.

 iv. **Acadian Crossing/Bernhardt Force Main:**

 Receipts of bids have been postponed one week due to errors in the quantities. Bids will be received until November 14, 2018, and the contract reward will be at the next Council meeting after they are reviewed by EES and LDEQ.

 v. **Sugar Mill Parkway Road Improvements:**

 Preliminary plans and specifications have been completed. Once these documents are approved, they will be ready for bids. We anticipate another week or two to have final plans and specifications.

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**REPORTS**

**Parish Council:** Council representative Kirk Allain advised that the Parish has completed the 2019 budget which includes funds for the Sugar Mill Playground. Designs will be reviewed with Mr. Vincent next week.

He advised that it will be approximately a year and a half before the design for the 415 connector road is completed.

Funds are in the budget for the design phase, and the Parish’s share of the project is ready for when funds become available from DOTD or the Federal Government.

**Police Report:** The October police report, given by Chief Anderson, included 102 traffic citations issued; 21 misdemeanor arrests; 2 felony arrests and 5 vehicle crashes. The **misdemeanor arrests** were 2 traffic; 3 theft; 6 warrants; 3 domestic violence; 4 disturbances; and 3 narcotics. The **felony arrests** were 2 narcotics.

**Sewer Report**: Mayor Toups gave the October sewer report which included: one (1) tank installation; one (1) tank removal and five (5) tie inspections. There were sixty-two (62) residential and commercial equipment jobs done and fifty-seven (57) jobs completed on lift station equipment.

**Planning & Zoning Commission:**

 1. **Home Occupation Application:** Mrs. Sharon Parrish presented an application for a Home Occupation for sale of Essential Oils from her home. Her request was approved by the Planning & Zoning Commission and recommended to the Town Council for approval.

 Following a review of the application, a motion was made by Councilor Kelley; seconded by Councilor Acosta to approve the Home Occupation as presented by Mrs. Sharon Parrish for the sale of Essential Oils from her home. The motion was adopted with Councilor Parrish abstaining.

**2018 Audit Engagement:**

Following a discussion, a motion was made by Councilor Kelley; seconded by Councilor Parrish to authorize Mayor Toups to sign a contract for the 2018 audit with the firm of Baxley & Associates, LLC of Plaquemine, LA. The motion was adopted unanimously by those present.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES:**

None

**INTRODUCTION OF ORDINANCES:**

 **A. 2018 Budget Amendments:** A motion was made by Councilor Acosta; seconded by Councilor Cazes to introduce an Ordinance for the amendments to the 2018 budgets for the General and Enterprise funds, and hold a public hearing on the ordinance at the regular meeting of the Mayor and Town Council to be held on Wednesday, December 5th . The motion was adopted unanimously by those present.

 **B. 2019 Sewer/General Fund Budgets:**  A motion was made by Councilor Kelley; seconded by Councilor Parrish to introduce an Ordinance and hold a public hearing on the ordinance at a special meeting in December, for approval and adoption of the budgets for the General and Enterprise Funds for 2019. The motion was adopted unanimously by those present.

**COMMITTEE REPORTS:**

**Finance:**

 **i.** A motion to pay invoices, which are found in order, was made by Councilor Parrish; seconded by Councilor Cazes and adopted unanimously by those present.

 **ii.** Mayor Toups informed the Council that the monthly “Budget to Actual Comparison Reports” were included in the meeting packets for review.

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 iii. A special meeting of the Mayor and Town Council was set for Wednesday, December 19, 2018 at 6:00 p.m. to discuss and adopt the 2019 budgets for the General and Enterprise funds, on a motion by Councilor Parrish; seconded by Councilor Kelley and adopted unanimously by those present.

 iv. A motion was made by Councilor Parrish, seconded by Councilor Cazes to “cash in” a Certificate of Deposit

 at Business First Bank and negotiate other options for a better interest rate. The motion was adopted.

**Police:** None

**Personnel:** None

**Sewer:** None

**Drainage:** None

**Buildings:**

 A motion was made by Councilor Kelley, seconded by Councilor Parrish to authorize Mayor Toups to enter into a contract with Tipton Associates for architectural predesign services to study the feasibility and future needs associated with the Addis Town Hall. The motion was adopted unanimously by those present. A copy of the contract is attached to and made a portion of these minutes.

**Streets and Roads:**

 A discussion was held on the proposed Sugar Mill Plantation Turn Lane Extension. A motion was made by Councilor Acosta; seconded by Councilor Cazes to authorize Mayor Toups to allocate $80,000.00 of the Road Project budget towards completion of this project. The motion was adopted unanimously by those present.

 A motion was made by Councilor Kelley; seconded by Councilor Cazes to allocate $60,000.00 from the 2018 Road Project budget to cover the cost to crack seal additional roads throughout the Town to complete the 2018 Road Maintenance Project, and to roll the balance of approximately $180,000 left over from the 2018 Road Project budget into the 2019 Road Project budget. The motion was adopted unanimously by those present.

**EXECUTIVE SESSION**

No Executive Session

**ANY OTHER BUSINESS**

None

**AJOURN**

At 6:46 p.m., a motion was made by Councilor Parrish, seconded by Councilor Acosta to adjourn the meeting. The motion was adopted unanimously by those present.

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

Jade V. Simpson David H. Toups

Town Clerk Mayor