**TOWN OF ADDIS MINUTES**

**February 6, 2019 – Regular Meeting**

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, February 6, 2019 at the Addis Municipal Center. The Pledge to the Flag was led by Officer Christopher Graves.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the January 2, 2019 meeting were approved on a motion by Councilor Kelley; seconded by Councilor LeBlanc and adopted.

**ADDITIONS TO THE AGENDA**

The following items were added to the agenda on a motion made by Councilor Cazes; seconded by Councilor Kelley. The motion was adopted unanimously.

1. Open Early Request – Chuck’s Bar
2. Capital Region Planning Commissioners Workshop
3. Business First CD Renewal

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

Mayor Toups advised on the following items:

1. The Addis Mardi Gras Parade will be held on Saturday, February 23rd.
2. Election Day is Saturday, February 23rd with State Representative for District 18 on the ballet.
3. Republic Services sent a notice stating that all services for residential customers will be performed as usual on Mardi Gras Day, Tuesday, March 5th.
4. The Louisiana Municipal Association will host Mid-Winter Conference on February 19th and 20th in Baton Rouge.
5. Tier III financial reports are due by May 15th.

**CHARLIE’S LOUNGE – MR. DARRYL CROWSON**

Mr. Crowson of Charlie’s Lounge approached the Council requesting approval of an occupational license and liquor licenses to run the Lounge in his name following his mother’s death. Mayor Toups expressed the condolences of himself and the Council on Mrs. Crowson’s death. Mr. Crowson advised that he has taken care of registering the business with the State in his name. A motion to approve the occupational license and the liquor license for Mr. Crowson to run Charlie’s Lounge was made by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.

**OPEN CONTAINER PERMIT**

A request from Mr. Christopher Graves for an open container permit for the Blue Knights Blue Nights fundraiser to be held at Myhand Park on May 18, 2019 was approved on a motion by Councilor Acosta; seconded by Councilor Kelley and adopted unanimously.

Town of Addis Minutes

Regular Meeting-February 6, 2019

Page 2

**OSCAR BOUDREAUX REPORT**

**Substantial Completion – Bernhardt Pump Station:** Mr. Boudreaux presented a Substantial Completion Certificate for Bernhardt Pump Station project. Following a discussion, a motion to accept the Substantial Completion Certificate presented by Mr. Boudreaux on the Bernhard Pump Station was made by Councilor Acosta; seconded by Councilor Cazes and adopted unanimously.

**Change Order – YMCA Force Main (Messina Pump Station Repair):** A change order on the YMCA Pump Station job, which included upgrades/repairs to Messina Pump Station in the amount of $87,807.85 was approved on a motion made by Councilor Acosta; seconded by Councilor LeBlanc and adopted unanimously.

**Project Updates:**

1. LDEQ/SRF Loan - Mr. Boudreaux advised that all projects have been bid and there is a balance of $248,000.00 left from the LDEQ $3,000,000.00 Loan. The $87,807.85 on the YMCA Pump job will come from this balance. He advised that monies need to be kept in this balance to cover any future change orders.
2. Addis Place Sewer Rehabilitation – Mr. Boudreaux advised that this project is complete and we are awaiting final payment.
3. Acadian Crossing/Bernhardt Force Main - This project has been bid and the low bid of LaGreca, in the amount of $597,745. was awarded. A Notice to Proceed will be issued shortly. This work is beyond the 1508 feet of the levee, so high waters will not slow it down.
4. Bernhardt Pump Station Upgrade – Recommended Substantial Completion. Station is operational and working as designed. A few minor punch list items remain.
5. YMCA Force Main – Contractor is waiting on the Mississippi River to drop. Work is currently on hold.
6. Sugar Mill Parkway Upgrade - The preliminary plans for the upgrade of Sugar Mill Parkway were reviewed. Mr. Boudreaux advised that this project could range from $550,000.00 to almost $685,000.00. He asked that the Town define the scope of the project to allow EES, Inc to complete their plans and bid out this project. Mayor Toups advised that the Town has dedicated $425,000.00 toward road projects in the 2019 budget, of which $80,000.00 was designated for the Sugar Mill Turn Lane. Councilor Acosta recommended that only certain sections be done for now and not to exceed $300,000.00 for the project.

**OPEN EARLY REQUEST – CHUCKS BAR**

A request from the owner of Chuck’s Lounge to open early on Mardi Gras, March 5th was approved on a motion made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**REPORTS**

**Parish Council:** Mr. Kirk Allain, Parish Representative, provided an update on the Sid Richardson Road extension project and the water well.

**Police Report:** The January 2019 Police Report was given by Chief Anderson and included (98) traffic citations issued; (48) misdemeanor arrests; (26) felony arrests and (5) vehicle crashes worked. The **misdemeanor arrests** were (3) Disturbance related (3) traffic; (5) Warrants; (36) Narcotics; and (1) Theft. The **felony arrests** were (3) burglary and (23) Narcotics.

Town of Addis Minutes

Regular Meeting-February 6, 2019

Page 3

**Sewer Report:** The January 2019 Sewer Report was given by Public Works Director, Phil Smith and included (56) residential and commercial equipment calls; (34) lift station equipment calls; and (0) sewer plant issue. Phil advised that he has checked prices for a new truck from State Purchasing. He further advised that the new employee, Quinton Jones, is in his training

period and should be certified for Sewer Class 1 in about a year. Phil reviewed work that has been done during the month. He further advised that he has had the chlorination unit checked for possible upgrade. Mayor Toups advised that he would like the Sewer Department to continue preventative maintenance on the sewer system to keep up to date on possible problems.

Mayor Toups advised that he had a meeting with the owner of River Bend Trailer Park and they are working to solve the problems with sewer in the Park.

**Planning & Zoning Commission:**

1. Mayor Toups advised that Mr. Joe Moore who lives in Sugar Mill is interested in being appointed to the Planning & Zoning Commission to replace Mrs. Kleinpeter who has resigned. A motion to appoint Mr. Joe Moore to the Planning & Zoning Commission to fill the vacancy was made by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.
2. Following review and discussion, a motion to approve the Final Plat as presented for Sugar Mill 13th Filing Phase II was made by Councilor Acosta; seconded by Councilor LeBlanc and adopted on the following vote: Yeas: Cazes, Acosta, LeBlanc, Parrish. Nays: Kelley Absent: None Abstaining: None

**CAPITAL REGION PLANNING COMMISSION TRAINING WORKSHOP**

Mayor Toups advised that the Capital Region Planning Commission has asked the Town to host a CRPC training session. This to be held on Saturday, March 23rd. A motion was made by Councilor Acosta; seconded by Councilor Parrish to approve the request to have a CRPC training session on Saturday, March 23rd, at the Town Hall. The motion was adopted unanimously.

**PUBLIC HEARING & ACTION ON INTRODUCED ORDINANCES**

Town Attorney Dana Larpenteur read the ordaining clause of Ordinance 2019-1, which gives the Mayor and Police Chief a 4% raise over their 2018 salaries. Mayor Toups opened a public hearing to give the public an opportunity to express their opinions on the proposed ordinance. Hearing no comments, the public hearing was closed and the Ordinance turned over to the Council for their discussion and/or action. A motion was made by Councilor Parrish; seconded by Councilor LeBlanc to approve Ordinance #2019-1 giving a 4% raise, over their 2018 salaries, to Mayor Toups and Police Chief Anderson, effective January 1, 2019. The motion was adopted unanimously on the following roll call vote: Yeas: Kelley, Cazes, Acosta, LeBlanc, Parrish. Nays: None Absent: None Abstaining: None

**INTRODUCTION OF ORDINANCES**

None

**COMMITTEE REPORTS**

**Finance:**

1. Amotion to pay the bills found in order was made by Councilor Parrish; seconded by Councilor LeBlanc and adopted unanimously.
2. Mayor Toups advised that the monthly Budget Comparison reports were included in the meeting packets for review.

Town of Addis Minutes

Regular Meeting-February 6, 2019

Page 4

1. Mayor Toups advised that we are currently looking at a program which will allow us to send out the meeting Town of Addis packets electronically in lieu of mailing them. A Municode Meetings Webinar is scheduled on February 20th with a presentation of this method. Anyone interested in attending is welcome, however, only two councilmen can be in attendance at one time.
2. Mayor Toups advised that a 12 month CD in the amount of $40,000.00 at Business First will mature and asked for approval to renew it. The CD will renew at an interest rate of 2.36% from 1.15%. A motion was made by Councilor Kelley; seconded by Councilor Parrish to renew the CD which is maturing at Business First in the amount of $40,000.00 at the new interest rate of 2.36%, and update the authorized signatures listed on the CD to Mayor Toups and Jade Simpson. The motion was adopted unanimously.

**Police:**  Chief Anderson advised that he has checked prices on various police vehicles. He advised that they will get rid of all the Crown Vicks. Chief Anderson advised that he would like to donate one of the older vehicles to a department who may need a vehicle. Chief Anderson further advised that they are still waiting for the equipment to come in on the newest units.

**Personnel:** None

**Sewer:** Phil Smith advised that he will have warning lights put on the public works department’s trucks.

**Drainage:**  Phil advised that the crew has been doing a lot of work cleaning out ditches to aid with drainage. They have also been cleaning out culverts. He also advised that three culverts under the railroad have been cleaned out.

**Buildings:** Mayor Toups advised that a meeting was held on Monday afternoon on plans for the renovation of the Town Hall. Several more meetings will be held in the near future.

**Streets and Roads:**  A discussion was held on garbage and trash that is being dumped along several roads in Town. Mayor Toups advised that he has addressed this problem before and Phil and the maintenance crew have cleaned up an area along LeJeune and Peter Messina Roads.

**EXECUTIVE SESSION**

At 7:09 p.m. a motion was made by Councilor Kelley; seconded by Councilor LeBlanc to go into Executive Session to discuss personnel. The motion was adopted unanimously. At 7:19 p.m., a motion to return to regular session was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted. Mayor Toups advised that a Personnel matter was discussed in Executive Session.

**ANY OTHER BUSINESS**

None

**ADJOURN**

Meeting was adjourned at 7:27 p.m. on a motion made by Councilor Parrish; seconded by Councilor LeBlanc and adopted unanimously.

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

 Town Clerk Mayor